

**Principal Chief  
Muscogee (Creek) Nation**



**Executive Branch  
FY 2021  
1st Quarterly Report  
(October, November, December)**

**Submitted To:  
Muscogee (Creek) Nation  
National Council**





## *Muscogee (CREEK) Nation*

January 26, 2021

Speaker Randall Hicks and Members of the Muscogee (Creek) National Council:

I am pleased to present the Muscogee (Creek) Nation Executive Branch FY 2021 First Quarterly Report. The report includes performance during this past quarter and strategic plan goals shared by the departments. My goal is to allow our citizens to see areas where improvement has been made, and to objectively measure our improvements this year.

I appreciate the Nation's departments for their hard work during this pandemic and in compiling this report. It is a great honor to serve the people of this great Nation. I invite further input from the staff and from the National Council for future reports that reflects an even better job of providing information you need in preparing.

Mvto!

A handwritten signature in black ink that reads "David W Hill".

David W. Hill  
Principal Chief

FY 2021 FIRST QUARTERLY REPORT  
October 1, 2020 – December 31, 2020

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**DEPARTMENT OF THE TREASURY – Clay Darnell, Controller**

Accomplishments:

During the first quarter, the accounting department issued 50,088 accounts payable checks (43,010 Tribal and 7,078 Health) totaling \$137,161,999.50. The increase in Tribal accounts payable checks from 20,087 for the fourth quarter to 43,010 for this quarter is due to the second payout of CARE funds. The Office of Management and Budgets issued 8 travel authorizations (Tribal) and 1,991 purchase orders (1,107 Tribal and 884 Health). The total number of employees for the first quarter was 2,125 (1,159 Tribal and 966 Health). The total payroll cost for the first quarter was \$28,405,011.96.

The Muscogee (Creek) Nation (MCN, or the Nation) had **112** federal grants/contracts at the end of the first quarter. At the end of the first quarter the permanent fund had **\$477,862,000** which increased from the end of the fourth quarter's amount of \$431,851,000.

Gaming distributions are received by the 15th of each month and reserved for future operating costs. The total gaming revenue increased 41% from FY 20 to FY 21 for the first quarter. Below is a breakdown of the gaming revenue received from September 30, 2019 through November 30, 2019 (FY 2020) and September 30, 2020 through November 30, 2020 (FY 2021).

**Gaming Distributions**

<b><u>FY 2020</u></b>	<b><u>1<sup>st</sup> Qtr (\$)</u></b>	<b><u>FY 2021</u></b>	<b><u>1<sup>st</sup> Qtr(\$)</u></b>
Eufaula Casino	687,535.65	Eufaula Casino	708,633.14
Okmulgee Casino	1,763,460.70	Okmulgee Casino	1,617,789.19
Muskogee Casino	4,405,958.47	Muskogee Casino	5,266,150.26
Bristow Casino	691,722.02	Bristow Casino	663,573.83
Checotah Casino	1,890,964.73	Checotah Casino	2,050,507.90
Okemah Casino	296,643.69	Okemah Casino	240,184.70
Tulsa Casino	10,111,244.33	Tulsa Casino	18,502,266.64
Holdenville Casino	354,494.48	Holdenville Casino	292,379.59
Duck Creek Casino	<u>3,027,363.54</u>	Duck Creek Casino	<u>3,237,835.04</u>
<b>TOTAL</b>	<b>23,229,357.61</b>	<b>TOTAL</b>	<b>32,793,320.29</b>

**DEPARTMENT OF JUSTICE – Roger Wiley, Attorney General**

The Department of Justice provided numerous services for the first quarter of 2021 and continues to increase its caseload as it takes on new responsibilities and personnel.

**Number of Cases Opened**

Consultation and Advice Files	80
Civil/Litigation	0
Legislation	33
Adult Protective Services	0
State Juvenile Deprived/Adoptions	21
Tribal Juvenile	3
Deprived/Delinquent/Adoptions	11
Criminal Felonies	149
Criminal Misdemeanors	180
Criminal Investigations	0
Traffic Tickets	120

**Number of Cases Closed**

Consultation and Advice Files	48
Civil/Litigation	1
Legislation	15
Adult Protection Services	3
State Juvenile Deprived/Adoptions	0
Tribal Juvenile	1
Deprived/Delinquent/Adoptions	5
Criminal Felonies	14
Criminal Misdemeanors	10
Criminal Investigations	0
Traffic Tickets	4

**Legal Services Cases Opened**

Uncontested Probates	25
Uncontested Guardianships	14
Estate Planning	2
Approval of Deeds	3

**Number of Cases Closed**

Uncontested Probates	4
Uncontested Guardianships	8
Estate Planning	2
Approval of Deeds	2

**Child Support**

Number of Child Support Cases Opened	36	Number of Child Support Cases Closed	7
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Collections	\$523,259.27
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## **DEPARTMENT OF THE ADMINISTRATION – Tracie Revis, Chief of Staff**

The Department of Administration consists of several departments including, Human Resources, Information Technology, Fleet Management, General Services Administration, and Facilities. These departments provide services, support, and information to (MCN) employees and Tribal Citizens.

### **Human Resources**

#### **Statistical Information:**

Total Active Employees	Tribal- 1112	DOH- 944
Summer Youth	Tribal- 11	Health Students- 39
New Hires	Tribal-48	DOH- 51
Job Open	Tribal- 71	DOH- 69
Transfers	Tribal- 24	DOH- 27
Terminations	Tribal- 46	DOH- 40
PAR's	Tribal- 320	DOH- 150
Timesheets Processed	Tribal- 6302	DOH- 6608
Applications Received	Tribal- 1236	DOH- 419
Drug Testing	Tribal- 47	DOH- 44
Background checks	Tribal- 65	DOH- 61

#### **Diversity:**

##### **RACE**

##### **AGE**

RACE	TRIBE	DOH	AGE	TRIBE	DOH
Creek	778	340	18-29	162	141
American Indian	156	195	30-39	289	255
Caucasian	155	359	40-49	252	224
Other	23	50	50-59	219	193
			60-69	151	114
			70-79	33	17
			80-89	6	0

#### **Accomplishments:**

- Annual Leave Buy Back Program completed.
- Created Relocation Policy (no pass).
- Worked with Sec. of Health and HR Benefits Dept. and Employees to collect more Doctors, Hospitals, and Clinics to bring on to Native Blue Network.
  - Effective 10/1/2020-Native Blue to the Market
- HR Employees Vaccines for COVID -19 Completed.
- Working on internal comp study for salary's 10<sup>th</sup> %, 25<sup>th</sup> % and Average (50<sup>th</sup> %) for tribal positions only-1/3 completed. (Josh). Multiple date points used: BLS, Salary.com, Indeed, for comparisons and state of OK averages and percentiles.

- Interviewed and provided documentation to two outside compensation study firms/vendors. Completed: Korn Ferry: \$175k; BakerTilley: \$197K.
  - Note: very expensive, that is why I am working on a comp study separate of the two firms listed.
- Wrote Public Health Emergency Quarantinable and Pandemic Hazard Pay Policy (sent to Chief Hills Office Nov 2020).
- Started working with IT on Survey Monkey for employee engagement survey rollout; questions created, IT working on format and testing.
- Discussed possible Orientation changes-continued into Q2 21.
- Health-established contract with Gordon Cooper Vo-Tech (recruiting to **fill vacant nursing positions**).

### **Information Technology**

The MCN IT staff provides quality technology-based services, in the most cost-effective manner to facilitate MCN services. MCN IT has a staff of thirteen (13) employees and offers support for all MCN locations on campus and remote offices. MCN-IT provides desktop and network support to 980 employees inclusive of multiple custom-built applications. MCN IT supports 14 remote network (MPLS) locations, community centers and remote Tribal programs.

#### Accomplishments:

- Tulsa DR (Disaster Recovery) facility “TierPoint” hardware, software and 1 gig internet connection is complete, data replication occurs daily
- Cohesity Backup software is successfully deployed at DR site and Tribal Complex Data Center. Cohesity replaced VEEAM backup software and has decreased the time for backups to be performed by 50%
- Pure Storage – replaced SANS storage with new hardware Pure, this platform provides enhanced reliability and higher performance
- Zoom Rooms installed for 17 locations across the Tribal campus to enhance communications with remote workforce
- Cell Boosters – implementation of cell boosters for 13 buildings completed 11/30/2020
- Data Center – new generators are currently in process of installation
- Adobe Pro and ESign procured and in deployment stage
- Alert Logic “Security Operations Center” fully deployed monitoring all Tribal network endpoints and fully staffed by Alert Logic 24x7

<i>MCN Help Desk Work Orders Processed</i>	<b>1st</b>
<b>Help Desk Tickets/Support</b>	2,227

### **Fleet Management Department**

Fleet Management provides maintenance for approximately 696 vehicles. Fleet completed 759 work orders, and 109 vehicle reservations were made through Fleet Management Software. The Fleet Management Department also provides preventive maintenance for our Muscogee Creek Citizens and Employees.

	1st
<b>Dept./Communities/Citizens</b>	\$68,706.22
<b>Fuelman</b>	6,379.06
<b>Work Orders Completed</b>	530
<b>GSA Leased Vehicles</b>	\$67,827.47
<b>Pike pass****</b>	\$8,537.78
<b>Vehicle repair outsourced</b>	4
<b>Vehicles repaired by Fleet</b>	530
<b>Vehicle Reservation Completed</b>	109
<b>Vehicle Purchased Savings</b>	\$52,408.00

#### Accomplishments:

- The Fleet management number of oil changes, tires and other work has gone down due to the Covid 19 virus.
- Five bids were sent out with a total savings of \$52,408.00
- Completed 184 Employee and Citizens oil changes, and 204 tires were purchased.
- Completed 134 oil changes for departments, and 102 tires were purchased.
- Purchased Covid PPE, and disinfecting supplies.
- Have implemented spraying and fogging of all MCN departments.

### **GENERAL SERVICES ADMINISTRATION (GSA)**

\*Postage expense & mail metered amounts include Covid-19 related mail items.

	1 <sup>st</sup>
<b>Postage Expense</b>	\$79,097.62
<b>Mail Metered</b>	95,251
<b>Express Mail</b>	15
<b>FedEx</b>	56
<b>Certified Mail</b>	1,623
<b>Work Orders Completed</b>	22
<b>Surplus Items (In &amp; Out)</b>	248
<b>New Purchase Orders Posted</b>	1,162
<b>Total Packages Received</b>	992
<b>Items Inventoried in WASP</b>	1,050
<b>Value of Items Inventoried</b>	\$1,359,461.10

#### Accomplishments:

- Inventory of tribal assets by barcoding continues. The value of items inventoried for this quarter is \$1,359,461.10. The total value of items since inception is \$50,373,942.31.
- A total of 260 items were disposed of in the WASP asset inventory system, this quarter.



- Emergency PPE, cleaning and disinfecting supplies continues to be housed, inventory logged and provided to departments.
- Several GSA department employees provided assistance in the sanitizing and disinfecting of tribal offices.
- The assembling and delivery of new leather/vinyl guest chairs and floor standing temperature screeners for departments continues, with the addition of Puradigm air purifiers.
- Requested and provided quotes for office desks and chairs.
- Implemented the new WASP Inventory Management System for Covid-19 supplies.
- Notified MCN JOM Schools of available PPE, cleaning supplies, and drums of disinfectant. Multiple schools have received these items, and scheduling continues for further distribution.
- GSA/Fleet staff assisted the Elder Services department with packaging & shipping out over 1,100 boxes of PPE supplies to MCN Citizens.

### **Facilities**

#### *Major Projects on Campus First Quarter FY 2021*

- Maintenance/landscaping of MCN Complex grounds
- Substantial amount of A/C maintenance work completed at various buildings
- Facilities staff continue assisting with sanitizing and disinfecting of tribal offices.
- Cleared snow off sidewalks, parking lots and driveways at the Capitol Complex.

*Completed Work Orders on Campus: 1<sup>st</sup> Qtr. 84*

#### *Major Projects off Campus First Quarter FY 2021*

- Carpentry- roof repair and painting
- Plumbing- emergency repairs on sewer lines, repairs on hot water tanks and septic tanks
- Electrical- safety exit lights installation, changing of ballasts and fixtures
- HVAC- Refrigeration repairs, AC/ heating unit repairs, and ice machine repairs
- Pest Control- indoors and outdoors
- Relocated TANF & Social Services from Tulsa to Jenks.
- Installed new HVAC unit at the SRO in Wetumka.

## **DEPARTMENT OF HEALTH – Shawn Terry, Secretary of Health**

The COVID-19 vaccine campaign is underway and has been since December 17, 2020 in the Muscogee (Creek) Nation. The MCNDH has internal and external mass vaccination plans. Each of our facilities has developed comprehensive interdisciplinary teams for internal and external mass vaccination plans. Our ability to offer the vaccine is heavily dependent on the vaccine's availability specifically how fast the manufacturer can produce vaccine. MCNDH is expecting to receive additional Pfizer shipments in the coming weeks. We also plan to administer the Moderna vaccine. Our intent is to work through our vaccination plan and focused tiers. On December 17, 2020, we started administering vaccine to our healthcare staff which is Tier 1. We will continue to prioritize vaccinating our workforce including first responders and essential staff so we can provide the best opportunity to protect the health of our workforce so we are available to provide care and services to others. Our second phase will include MCN long-term care residents, Elders 65 years and older, and our patients (ages 16 years and older) with underlying medical conditions that place them at higher risk for COVID-19 illness. (This could continue for the next few months.) As we progress through the tiers, we will focus on MCN educational settings and congregate living (Tier 3). For example, the College of the Muscogee Nation and Eufaula Dormitory. Once vaccine is widely available, we will offer it to all our tribal citizens (16 years and older) and the general population (Tier 4).

To help citizens and patients sign-up for the vaccine, MCNDH has developed an automated vaccine information line to assist with communicating general vaccine information and availability at MCNDH sites. The information line can be accessed at: (918)758-3601.

Infection Prevention assisted with COVID-19 testing, surveillance, and COVID-19 Employee Vaccinations.

### Employee Health:

#### October

Quarantine Employees	Positive Employees
Health 38	Health 25
Tribal 101	Tribal 28
Total 139	Total 53

#### November

Health 107	Health 67
Tribal 142	Tribal 37
Total 249	Total 104

#### December

Health 94	Health 66
Tribal 89	Tribal 77
Total 183	Total 143

Total number of COVID-19 tests for the quarter: 15,740

Total positivity rate for the quarter: 15%

### Facility Improvement Project Update

Medical Center ED renovation

Currently working with Childers Architect who has developed construction documents for the work. Waiting on GMP from Candor so that contract can be executed. Phase one has begun with relocation of the Radiology area from ED. The new Radiology space is currently under construction and is scheduled to be completed on February 26<sup>th</sup>.

#### Medical Center Generator upgrade

A 40-year-old emergency generator is in the process of being replaced with a new 200kW genset. This project also includes the replacement of several transfer switches and panel boards creating a much more reliable emergency power service. The project is about 98% complete with the only remaining item is the separation wall between spaces. All equipment is installed and functional. Still waiting on separation wall to be completed which will require the electrical service to the I.T. server room to be interrupted for a short period of time. Work on the scheduling of this downtime with I.T. Pine Building renovation for new tenants Childers Architects has been tasked with the redesign of the existing space on the second floor for use by Utica Park Clinic. Design development documents have been approved and we are currently waiting on construction documents due by February 1, 2021.

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#### SAP for Behavioral Health

A grant from I.H.S. has been awarded to the MCN Department of Health for a Small Ambulatory program building construction. Property has been purchased for the project and plans are being made to develop the site. The building will be a 6000 square foot building utilized by the Behavioral health department. We are currently designing the space to best meet their current needs and plan for the future. Schedule calls for construction to begin early 2021 and completion in early 2022. Construction document have been received. Mechanical design is currently being revised to meet MCN standards. Working on early bid package for site work and infrastructure while waiting on mechanical system design.

#### Riverwalk Clinic

Childers Architect has been tasked with aiding the Department of Health with the design and buildout of the space. Scope of work documents for phase one are complete and have been sent to Candor construction for budget development. Demolition work has begun and plans submitted to City of Jenks for permits. Design documents are complete for the Pharmacy, Lab and front of house areas and construction documents have been completed. Currently waiting on Candor to provide GMP. Construction documents for all phases should be complete by 1-29-2021.

## **DEPARTMENT OF COMMUNITY & HUMAN SERVICES – Del Beaver, Second Chief**

The Department of Community & Human Services (C&HS) encompasses 10 client based social service programs committed to providing services, which promote self-sufficiency, through effective program delivery while maintaining compliance with Tribal and Federal regulations. Continuing positive relationships with Tribal, State, and Federal entities are a necessity to ensure a comprehensive range of services are available to the youngest of citizens through the oldest. C&HS expended a total of \$3,368,627.92 in direct client services to assist 69,197 clients.

This quarter **Children and Family Services (CFSA)** participated in 380 court hearings, completed 453 client visits, and staff took part in 370 virtual trainings related to child abuse and neglect. The annual Angel Tree program for our children in Tribal custody, as well as children benefitting from services through CFSA, ran from October to December; with the generous donations provided by our community members CFSA was able to provide a wonderful holiday celebration which included food, gifts, and games for 90 children. November was declared National Adoption Month to recognize adoptive families and bring awareness to the critical shortage of adoptive and foster homes. Multiple entities throughout the Nation collaborated to generate new ideas for recruitment of adoptive and foster families.

**Community Research and Development (CR&D)** The Okmulgee Indian Community (OIC) board of directors planned and implemented a food voucher program for its 2020 December/Christmas activity. On December 14th, 2020 community membership approved a \$25,000 expenditure from OIC Community Maintenance and Development (CMD) funds to pay for \$100 food vouchers for 250 households within OIC community boundaries, regardless of OIC community membership as long as participants provided documentation of citizenship and residence within community boundaries. The community received 280 qualifying household applications so in an effort to serve those who were placed on a waiting list, OIC members (and MCN citizens within OIC boundaries) drove through the OIC community center parking lot to receive their food vouchers and voted to allocate additional funds to provide vouchers to all qualifying applicants. Members/citizens used their food voucher at Cox grocery in Okmulgee, up to Christmas Day. The program was a great success and provided much needed help during the holiday period.

During the first quarter **Elder Services** prepared and distributed 3,108 elder safety packages to citizens 65 and older via home delivery, mail, and distribution at the November and December food giveaways. Despite the limitations caused by the Covid-19 pandemic the Elder Services Programs were able to continue services: Adult Protective Services provided essential services to 64 elders and other adults with incapacitating conditions who experience victimization, neglect, or exploitation. The Elder Advocate provided advocacy and preventative services to 134 elders 55 and over and Senior Services was able to provide wood to 28 elders for the winter this quarter.

During October, Domestic Violence Awareness month, **Family Violence Prevention Program (FVPP)** utilized various media resources to increase public awareness on the dynamics of domestic violence, the community's role in responding, and services available to victims. FVPP rolled out new designs displayed on 13 billboards in various locations throughout the reservation to aid in

bringing awareness to available support services. FVPP also contracted with Griffin communications to air PSA/Commercials and social media ads to increase awareness of program services and contact information. In place of the annual victim/survivor Christmas party, staff put together survivor gift bags including: self-care tools, tips for coping during the holidays, COVID resources/information, a blanket, and activities. The FVPP program purchased PPE products for clients, shelters, and staff to aid in increasing safety and prevention of the spread of the COVID virus. FVPP has experienced a significant increase in the request for services since the pandemic and the Supreme Court ruling. Staff continue to respond to SANE/DV exams, attend court hearings, and assist with immediate needs as a direct result of victimization.

**Food Services** The Food Distribution, Elderly Nutrition and Caregiver programs have been running business as usual. All sites have remained open for normal operations. Projects proposed with CARES Act funding, including construction of additional food storage and freezer space, addition of awning and drive-thru window at Okmulgee Elderly Nutrition Program and development and implementation of the Elder Tiny Village are moving forward now that there has been an extension for the expenditure of CARES Act funds.

**Human Services'** Energy Assistance Heating Season began November 1<sup>st</sup> and began processing applications to provide assistance to all eligible federally recognized tribal citizens with seasonal assistance towards their heating bills. The COVID Relief/Support Program (CRP) continued to issue payments during the first quarter, increased the payment amount by triple and continued to accept new applications until the December 15<sup>th</sup> deadline. After increasing the payment amount the program received over 6,000 new applications. Due to the COVID pandemic, Social Services operated under a BIA waiver to allow flexibility to General Assistance applicants, increased BIA Burial benefits, and temporarily implement a Hardship waiver to increase benefits to clients. The TANF program partnered with Childcare and held a Back To School drive by handing out backpacks and school supplies in October, distributed Christmas food baskets and hams to participants in December, and continued to implement State of Emergency Support Services to allow clients to stay safe at home during the pandemic.

Citizen Jennifer Lane was selected as the new Director for **Office of Child Care** and continues to work closely with the Department of Health to implement and follow recommended health and safety guidelines at all sites. Staff prepared approximately 150 care packages and distributed them to providers, and developed a plan to construct and deliver a second round to the providers, as well as subsidy parents. During the month of November, turkeys and hams were given out to the parents in honor of Native American Month. Management is continuously working to fill vacancies to ensure necessary staffing for all facilities and is overseeing construction to the Tulsa and Sapulpa center playgrounds.

Since the **Southern Regional Office** has remained closed to the public this quarter, administrative staff have assisted other departments within the Nation to ensure continuity of services. Staff have continued to take calls as well as volunteering at the various food drives and events, and processing CRF applications.



The Muscogee (Creek) Nation **WIC** Program continued providing remote services for the first quarter of fiscal year 2021. WIC administration has worked closely with the USDA Southwest Regional team on implementation of federal waivers for remote service provisions established in the Cares Act. The extension of these federal waivers has allowed MCN WIC to continue services to 6,601 participants while protecting vulnerable populations of pregnant and breastfeeding women and high risk infants and children during the pandemic without interruption or decreases to services

**Mvskoke Nation Youth Services** began hosting online cultural arts classes this quarter such as beading and moccasin making with kits being provided to 168 participants. MNYS also partnered with the Family Violence Prevention Program to provide care packages to 131 youth. In December, MNYS kicked off the Mvskoke Youth Wellness project which features an online community to support project participants and includes weekly online workouts and wellness webinars available to everyone.

## **DEPARTMENT OF EDUCATION, EMPLOYMENT, AND TRAINING**

### **Monte Randall, Secretary**

The Department of Education and Training completed the applications for the Virtual Learning Support Program (VLSP) as part of the “Cares Act” funds on December 1, 2020. The VLSP assisted 2,447 Muscogee (Creek) students with the total expenditure of \$2,188,542.47 during the 1st quarter.

The Department of Education and Training awarded more than \$16,000.00 in STEM Grants to local school districts and community organizations. The grants are spent on a variety of projects, ranging from microscopes, STEM kits, articulated human skeletons and robotics supplies.

#### **NCA 00-136 Special Academic/Extra-Curricular Program**

During the 1<sup>st</sup> quarter of FY 21, the Department of Education and Training assisted 33 Muscogee (Creek) students with the academic/extra-curricular program and the total expenditures this quarter is \$16,029.84.

#### **Education Development and Administration**

The \$1.2 million State Tribal Education Partnership (STEP) Grant ended in December. The grant accomplished many Tribal Education Department capacity-building endeavors including formal partnerships with the Oklahoma State Department of Education and the addition of tribal sovereignty in Oklahoma’s State Academic Standards.

The STEP program established a culturally responsive educator professional development project serving over 50 educators, Native EDGE, accountability and support system for public schools, the Educational Trunk with Muscogee lesson plans and artifacts for classroom use, an elder videography highlighting 3 Mvskoke elders and their boarding school experiences and a tribal education toolkit that assist other tribes in growing tribal educational systems.

The Accessing Choices in Education Grant (ACE) was awarded in October 2020 from the US Department of Education, Office of Indian Education. The grant totals over \$4.3 million (\$4,371,256.00) and will continue through September 2025. The ACE grant will enhance student and family educational choice by creating a Service Provider System (SPS) website that includes evidence-based, culturally responsive service options to improve Native American student academic outcomes of up to 2,000 native students.

#### **NYCP (Native Youth Community Project)**

The Native Youth Community Project enrolled 169 Native American students in the 2020-2021 program from our partnering school districts Weleetka, Wetumka, and Dewar.

NYCP also collaborated with Wetumka Public Schools to host a successful Native American Week to honor and celebrate the history, artistry, and customs of Native Americans. Students participated by wearing clothing and jewelry representative of Indigenous Peoples, listening to traditional hymns and music in the halls, and other cultural activities.

NYCP created and distributed College and Career Readiness workbooks (based on the Expanding the Circle curriculum) for participants to complete lessons and activities both independently and through instruction by Education Advisors.

NYCP utilized a 'case management' approach to communicate and engage with students and their families during the pandemic. The Education Advisor at Dewar, Weleetka, and Wetumka

contacted a minimum of (20) students and parents each week to discuss student attendance at school, grades, and schoolwork, and to discuss any challenges they may be experiencing. The NYCP advisors facilitated telephone conversations, emails, and virtual meetings to connect with participants.

### **Employment & Training Administration**

The Employment and Training Administration provided direct program services to 1,385 clients, 304 job leads emailed to clients and 493 referrals to MCN programs and other agencies. The staff attended four outreach events at local public schools and career fairs.

### **Head Start Program**

The Head Start program is federally funded for 289 children for FY 21, which began on December 1, 2020 and ends on November 30, 2021. The programs Federal monitoring review was held via teleconference on December 14-18, 2020.

The Head Start program continues to follow the CDC guidelines with smaller classroom sizes, cleaning, staff wearing masks and no bus routes. The classrooms have 10 students per room and up to five distant learning students, started hybrid learning, which consist of in-school learning and distance learning. Revised child drop off with screening procedures and pick up procedures. Revised family style mealtime by serving individual boxes for breakfast, lunch and snack as well as providing meals to the distance-learning students.

### **Higher Education**

During the 1<sup>st</sup> quarter of FY 21, the Higher Education office assisted 963 students with grants and scholarship awards funded by seven programs administered by the Higher Education staff. The total expenditures this quarter is \$1,705,309.61.

### **Vocational Rehabilitation Program**

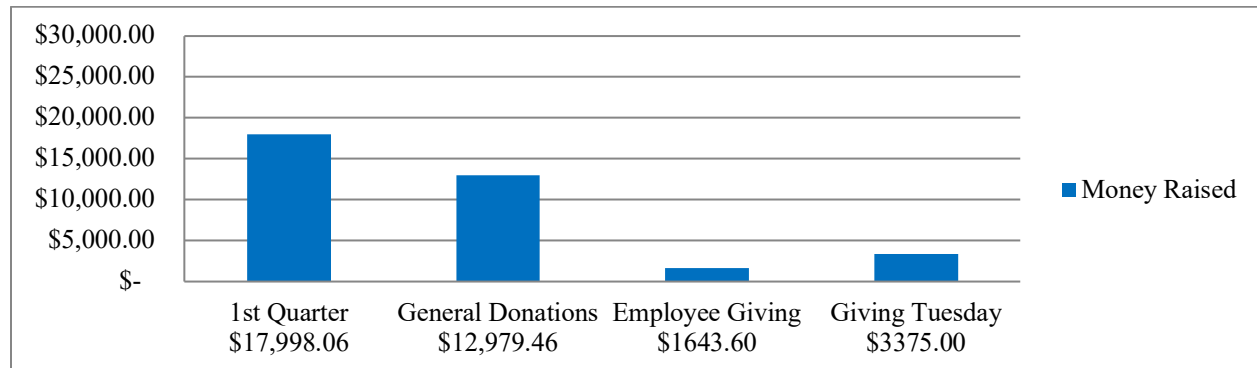
During the first quarter of FY21, 14 referrals for services were received. These referrals resulted in eight applications for services, so that approximately 57% of all referrals progress to making an application. The counseling staff carried 135 active cases during the reporting period.

The Vocational Rehabilitation Program has achieved 9% of targeted goals in applications for service, 3% of targeted goals for Individual Plans for Employment (IPEs), and 0% of successful employment outcomes (SEO). The staff were unable to conduct outreach and recruitment activities during the first quarter due to prohibitions resulting from the pandemic.

The staff have faced tremendous challenges to service delivery and outreach in the beginning of FY21. The pandemic has effectively cancelled all school-based and community activities, while creating a huge unemployment crisis across the state of Oklahoma. We have begun the process of shifting much of our recruitment and collaborative contacts to a virtual platform. The Muscogee Creek Nation has been extremely helpful in providing the necessary tools for conducting more of our services online. As we strive to meet the challenges of 2021, we have been able to improve our computer skills and increase our capacity for outreach, as well as building a stronger team focused on meeting the needs of American Indians with disabilities. We anticipate an influx of referrals due to the high levels of unemployment in the next quarter and we believe that we are prepared to provide vocational rehabilitation services to meet these needs.

### Scholarship Foundation Program

The Scholarship Foundation Program is a tribal non-profit program qualified under Section 7871(a) of the IRS. The foundation raised a total of \$17,998.06 for the 1<sup>st</sup> quarter to support the restricted and non-restricted scholarship opportunities available to Muscogee (Creek) full-time students attending an accredited post-secondary institution.



### Johnson O'Malley Program

JOM staff provided technical assistance to school personnel and parent committee members regarding FY 20 final expenditures, annual reports and budget revisions. The JOM handbooks were distributed to 49 school sites. The documents required for compliance were received by 15 JOM school programs, which amounts to 29% compliance for FY 21. The total amount expended in school payment claims is \$1,052,701.82.

### Advanced Placement Tests

The Advance Placement test fees payment to eligible Creek students expended \$1,986.00 for the 1<sup>st</sup> quarter of FY 21.

### Euchee Language Department

The Euchee Language Department staff provided the winter story curriculum mainly included verbs and nouns to help translate story telling with knowledge of previous lessons on debut of self-appearance.

The program has 27 students that are enrolled, with 15 students doing social distance learning, and 8 in person learning, while some younger advanced learners doing some short action shots, and voice overs for short video clips in the Euchee Language. The staff was able to continue with the virtual Euchee Language classes, along with social distancing home visits to some students, and families. The staff attended zoom trainings to help promote radiant mental health for students, community, and staff.

### Mvskoke Language Program

The Mvskoke Language program is actively working with the Grants Department in applying for the ANA-Esther Martinez Grant and awaiting determination for the Living Languages Grant. The program has posted via the Creek Opunvkv facebook page segments of the Mvskoke New Testament audio and language lessons. Over 100 digital and hard copy of resources were provided to citizens, upon request. The 2021 program calendar with the theme of Traditional churches, which a complimentary hymn CD will also be provided is near completion. The staff is preparing language lessons and workshops as requested by the Department of Education programs.

### **Eufaula Dormitory**

During the 1<sup>st</sup> quarter of FY 21, the students enrolled at the dorm were sheltering in place at home. The Eufaula Dormitory enrollment was limited to returning students eligible to participate in the Eufaula Public Schools virtual learning program. The dormitory is delivering breakfast and lunches as well as providing internet service and virtual tutoring for all the students.

### **Reintegration Program (RIP)**

The Reintegration Program (RIP) has been affected by the impact of Covid-19. The Reintegration Program has seen a decline in on-site participant's numbers due to the new policies the Reintegration Program has implemented, which include restricted movement (only go to court, doctor, mental health, and work), no overnight stays, and no visitation unless it is required by the court for child custody matters. The current number of clients on campus is five with six clients off campus with 26 contact and 16 pending. The Reintegration staff are able to provide client services while adherence to the CDC guidelines. The Welding program has been postponed until further notice and the Smart Re-Entry program has seen a tremendous slowdown in participants due to Covid-19.

The Reintegration Program has been working alongside the Tribal Juvenile Justice department to better serve the Muscogee (Creek) Nation juvenile referrals since the Supreme Court decision. The Reintegration Youth program has assisted with 12 cases involving Creek and other tribal juveniles who are in the tribal court system. The program has assisted with five cases utilizing the services available to better serve and assist with showing positive adjustments have been made through availability of counseling, drug tests, program compliance incentives, welding program, and as transportation assistance to important dates (doctor, court, counseling, etc.).

The Homeless Veterans Program (HVRP) staff received training, The Veterans Employment and Training Services Office of National Programs for HVRP grantee performance reporting, Technical Performance Report, a comprehensive training intended for grant recipient financial and programmatic personnel in closing out grant awards, Compassion Fatigue and Secondary Trauma, COVID-19 Overview and Guidance for Homeless Services Provider, and Understanding Homelessness. The staff also have been building a relationship with the MCN Veteran Office Director.



**Historic and Cultural Preservation Department**

**Accomplishments for FY 2021 1st Quarter:**

- Staff reviewed 690 Section 106 projects and considered the impact each undertaking may have on historic properties that are located on tribal lands, homelands, or places attached to religious or cultural significance to the MCN in accordance with the National Historic Preservation Act (NHPA). We continue to receive and review 100s of projects. We review all undertakings on federal lands, or projects that use federal funds, in the MCN 12-state area of interest.
- Staff administered the COVID-19 Support Grant for Traditional Churches and Ceremonial Grounds. We received and processed 86 applications and all payments have been mailed to recipients as of 12/30/2020. We had 72 churches and 14 ceremonial ground apply for the support grant.
- The MCN National Library and Archives was awarded \$100,000 for the oral history project titled, “A Twenty-First-Century Pandemic in Indian Country: The Resilience of the Muscogee (Creek) Nation Against COVID-19,” by The Andrew W. Mellon Foundation. The project will include forty oral history interviews from Muscogee citizens and community members concerning their experiences with the COVID-19 pandemic. The grant will also aid in the purchase of oral history recording equipment and supplies, the creation of a digital archive, Oral History Research Station, and library website.

<b>Accomplishments</b>	<b>1st Quarter</b>
Federal face-to-face (or zoom) consultations	34
Section 106 Project Reviews	690
Active NAGPRA Cases	34
NAGPRA Reburials	1
GPR Surveys	0
Archaeological Surveys	0
Cemetery Clean-up/fencing/emergency	7
Cemetery Recordation Report	0
Cultural Outreach Presentations	8
Library & Archives Visitors/Genealogy	36
Tribal Resolutions/Legislation	5

**Federal Roads Department**

**Accomplishments for FY 2021 1<sup>st</sup> Quarter:**

*Projects Completed:*

- Duck Creek Farm Entrance
- Transit Building Expansion

*Current Projects Under Construction:*

- 2020 Maintenance Overlays
- Bridge – 00388 – Creek County
- Lamar Road
- Oliphant Street
- Teel Road

## **Transit Authority Department**

**Accomplishments for FY 2021 1<sup>st</sup> Quarter:** MCN Transit has been awarded a Department of Transportation (Federal Transit Administration) Competitive Grant Award for a project called “Innovative Technology Expanding Tribal Mobility” to implement computer- aided scheduling and route optimization software systems in our dispatching practices and tablets on our vehicles to assist drivers in providing safe and efficient travel in transit operations. FTA funded 39 tribal projects across the country and Muscogee (Creek) Nation is one out of two tribal projects that were awarded in Oklahoma. The total amount funded is \$214,730 to implement the project. Implementation should begin this Spring.

<b>FY 2021 1<sup>st</sup> Quarter</b>	<b>Passengers</b>	<b>Revenue Miles</b>
Okmulgee Office	1,171	23,868
Wetumka Office	242	623
Ride-To-Work	426	
Trolley Route	182	
Veteran Route	169	
Charter Service	50	509
<b>Total</b>	<b>2,240</b>	<b>25,000</b>

## **Tribal Driveways Department**

**Accomplishments for FY 2021 1<sup>st</sup> Quarter:** Due to the on-going Covid-19 pandemic this program has been greatly impacted regarding the number of burial service applications. This program has worked very hard to make sure that every citizens need is met.

<b>FY 2021</b>	<b>1<sup>st</sup> Quarter</b>
Applications on File	195
Completed Applications	23
Applications Inspected	36
Ceremonial Grounds Completed	0
Cemetery's Completed	3
Burial Opening/Closing Completed	60
Total Loads of Gravel	75
Gravel Expenditures	\$28,999.36
Tin Horn Expenditures	0
Cement Completed	0
Cement Expenditures	0

## **Tribal Construction Department**

**Accomplishments for FY 2021 1<sup>st</sup> Quarter:** Due to Covid-19, most projects were suspended for four weeks. Contractors had to re-mobilize causing delays of completing projects on time. Tribal Construction Services is following CDC guidelines and protocol. All employees are screened daily. This somewhat reduces productivity.

### *Completed Projects*

- Numerous Covid-19 Barriers
- Food Truck Canopy at Okmulgee Food Distribution
- Lighthouse Generator Pad and Infrastructure
- Telephone Generator Pad and Infrastructure
- EV Charging Stations
- Foundation for Diabetes Clinic at Okmulgee Hospital
- Ambulance Maintenance Building Renovation at Okmulgee Hospital

- Housing Administration Building Window Replacement (all windows replaced with high energy efficient and Low E glass)
- Build fire wall in mechanical room at Okmulgee Hospital
- Build and erected gate at Fountainhead Golf Course.
- Rough grading for Three Ponds Housing development.

*Noted ongoing Intra-Departmental Projects:*

- MCN Okmulgee ED Renovation (Childers Architect, Candor Construction)
- CMN Natural Resources Building – Tribal Construction Services is acting as the General Contractor. Estimated final completion is February 8, 2021.
- PPE Facility – Contractor: Smith & Pickel, 1Architecture is the design group (CESO). Final completion expected March 19, 2021.
- Safe Space Facility – Contractor: Thompson Construction (CESO), New Fire Native is design group (CESO). Final completion is expected February 26, 2021.
- Meat Processing Plant – Contractor: Thompson Construction (CESO), New Fire Native is the design group (CESO). Final completion expected July 1, 2021.
- Design for Tiny Home Village. Project has been out for bid. Contractor has been selected: Rogers & Hale Construction.
- Design and RFP for Housing Annex
- Food Distribution addition for cooler and freezer space. Project will be in two phases. Phase 1 is currently out for bid. Phase 2 will go out for bid January 18, 2021.
- River Walk Clinic. Candor Construction has started Phase 1.
- Okmulgee Hospital Second Floor renovation – Phase 1 is complete and Phase 2 is 90% complete. Punch list expected January 14, 2021.

*Ongoing Survey Projects:*

- Okmulgee Cemetery
- Three Ponds - staking
- CMN Natural Resources Building - Staking
- Pickett Chapel
- Dewar Community
- Parking lot expansion
- Glenpool Community
- Tatro purchase Hwy 75 junkyard

*Life Safety:*

- 97 Annual Inspections
- 10 Construction Inspections
- 2 Special Inspections

**Division of Agriculture and Natural Resources**

**Accomplishments for FY2021 1st Quarter:**

*Agribusiness Program:* Due to instability in the cattle market and our feed availability, we have not marketed steers yet and will wait until things stabilize. We have 166 spring calves on feed right now. From this group we will market some steers and heifers, retain 70 heifers as replacements and keep a handful to be processed at the Loop Square Meat Company. Herd breeding stock numbers are 336 cows and bred heifers, 70 head of replacement heifers retained and 10 registered bulls: 3 Brangus, 6 Charolaise, and 1 Angus. Our fall herd finished calving and the cows are in with the bulls; 94 fall calves are still on cows. All cattle, totaling 606 head, are now back home in Dustin for the winter so that feed and hay can be delivered efficiently.

*Storm Shelter Program:* The MCN Storm Shelter Program had a very successful application process for FY 2021. Due to the Covid-19 pandemic, the deadline for application submission was extended an additional month, and the program received close to 400 storm shelter applications. A total of 28 MCN citizens have been awarded a storm shelter for FY 2021; an anticipated 7 to 10 citizens will also be provided a concrete slab for their above-ground shelters. DANR has received the required MCN Installation Waivers back from all 28 awardees. The contractor will begin contacting each participant to set up a time for a property visit. The installation process will take place after the contractor has visited each property to ensure proper infrastructure is in place and adequate access is available.

*Ag Youth Program:* The 1<sup>st</sup> quarter started at the Tulsa State Fair, with many MCN youth exhibiting some of each species at this year's modified fair. Students were also busy buying their show projects for the spring, which meant the Ag Youth program was busy offering assistance and advising students as much as possible with the virus limiting exposure. At the end of the quarter, we have provided financial assistance to 65 Creek youth for the purchase of livestock projects: 48 for swine, 13 for goats, 3 for sheep and one for beef. We also helped 5 students purchase poultry projects, although Covid-19 led to the cancellation of our annual poultry show.

Much of this first quarter was spent making plans and modifications to the MCN All-Indian Stock Show. We have ordered masks for all exhibitors and implemented several safety measures. Unfortunately, due to the spike in Covid numbers and in order to protect our youth, volunteers and families, we have made the decision to postpone the 2021 All-Indian Stock show. We hope to reschedule at a later date when things are safer.

We have spent time working with local ag chapters that have a successful shooting sports program, as we are beginning our own shooting program now. We have long assisted students with archery equipment, and look forward to helping with shotgun sports in the future as another way to help students gain life skills and scholarships.

*Fencing Program:* Clearing of fence lines and debris is ongoing at the 400 Property in McIntosh County as weather allows, thanks to an equipment share with Tribal Construction. Fences are routinely repaired on the Nation's properties in Hughes and McIntosh counties from limbs and other damage. In the first quarter, approximately one mile of new fence has been built, including perimeter fences, fences for other departments, NRCS contract fences and cross-fences. New fences were notably built at the bluestem meadow and at Duck Creek near the new processing facility.

*Meat Processing Facility:* DANR is excited about the opening of the Looped Square Meat Co. Groundbreaking took place on October 9, 2020, and construction is rapidly underway. All exterior walls are erected. The facility is located near the Duck Creek Community and will be a state-of-the-art, USDA-inspected facility with retail space and many value-added capabilities. Beef and pork processing will be open to the public, and USDA inspection allows for the sale of product within and across state lines. The facility will handle deer processing as well in the fall of 2021. We will have the capacity to bring in primal cuts of bison, elk and other exotics in the future for retail sale. Equipment was ordered in Q1. The job posting for the Meat Processing Facility Manager is still open on the MCN employment website.

*Wildlife Program:* The first quarter of FY 2021 was an exciting quarter for the Wildlife Program. We concluded the hunting season on the MCN Reservation having issued 124 permits to MCN citizens, granting them access to over 2,000 acres of MCN land for hunting, fishing and gathering.

The permitting process revealed citizens from 36 municipalities planned to hunt MCN land. A post-season survey will be sent out to all hunters once the deer season concludes. Fishing areas will be designated and posted in Q2 of FY 2021 and we are working towards an online permitting system to be used for the 2021 hunting season.

<b>Revenues FY 2021</b>	<b>1<sup>st</sup> Quarter</b>
FSA	\$18,535.00
Oil and Gas	\$5,116.70
<b>Total</b>	<b>\$23,651.70</b>

### **Cultural Center & Archives Department Accomplishments for FY 2021 1st Quarter**

- Due to the State of Emergency and COVID-19, the Council House remained closed to the public through the first quarter.
- In October, the Council House lawn served as venue for an Indigenous Peoples' Day program
- Completed the addition of the Council House virtual tour to the Council House webpage. Visitors to the Council House webpage can now take a 3D virtual tour of the building and preview the exhibits. This project will serve as a baseline to make Council House exhibits and collections content, as well as department outreach programming more widely available and accessible.
- To promote Native American Heritage Month, CCA hosted a series of virtual programs. Featured artists included U.S. Poet Laureate Joy Harjo who shared poems and songs. Artists Randy and Rykelle Kemp shared storytelling and flute playing.
- To promote Native American Heritage Month, select museum pieces from the Council House and CCA permanent collections were featured on the department's Facebook and social media pages
- CCA staff continued to work with MCN Higher Education staff as part of Higher Ed's Institute of Museum and Library Services grant to incorporate STEM fundamentals into Council House exhibits and programming. CCA staff developed and revised take-home handout content for schools.
- CCA staff continued working with Language Department staff to incorporate Mvskoke language into Council House exhibits and educational outreach material.
- CCA staff along with MCN Cultural Preservation staff continued consulting with the Increase Museum in the development of their new exhibits. The Muscogee (Creek) Nation will be one of the Tribal Nations featured in the new Gilcrease exhibits. This will be an ongoing consultation project approximately 4 - 5 years in duration. The second meeting was held via Zoom in October followed by correspondence and updates from Gilcrease staff.
- In preparation for a yet-to-be determined MCN reopening, CCA staff continues to monitor local, statewide, and national Covid-19 conditions. CCA staff continue to modify Council House reopening plans incorporating MCNDH recommendations and CDC and various municipal COVID-19 guidelines for new operation hours, visitor screening, visitor capacity, social distancing, mask utilization, and cleaning at the Council House in order to respond to changing Covid-19 infection rates.
- CCA/Council House responded to 21 general research inquiries.
- Redstick Gallery's physical location continued to be closed to the public. We had a total of 118 orders in the first quarter. Though our total orders were down compared to this quarter last year, our online sales were up by 153% compared to last year. We are continuing to search for new artists to sell their products in our store.



- Plans for a Mvskoke Art Market have been pushed back due to COVID; a new date has been set with River Spirit for April 30, May 1 and 2. Applications should be sent out by February 1<sup>st</sup>.

### **Risk Management Office**

**Accomplishments for FY 2021 1<sup>st</sup> Quarter:** The total number of items handled through the Risk Management programs was 386 for the first quarter. All items are continuously handled on a daily basis in the most accurate and respectful manner. The work activity for ACS and the Risk Management programs will continue at a steady pace for the upcoming fiscal year 2021. This program will continue to carry on regular duties with a minimal staff due to the COVID-19 issues and guidelines in the first quarter of FY21.

<b>Risk Management</b>	<b>1<sup>st</sup> Quarter</b>
Insurance Claims Opened	12
Insurance Claims Closed	6
Risk & Insurance Checks	80
Safety Reviews Processed	6
Phone call/Misc. duties	79

<b>Arbor Care Services</b>	<b>1<sup>st</sup> Quarter</b>
Emergency Clean-Up Request	11
Work Orders Completed for Citizens	99
Special Request Completed	17
Total	173

### **Office of Environmental Services**

**Accomplishments for FY 2021 1<sup>st</sup> Quarter:** During the 1<sup>st</sup> Quarter, our department has maintained a strong work ethic and completed assigned tasks as given. Staff is taking proper care in handling items and PPE's are in place to protect our employees and citizens.

- The Office of Environmental Services was awarded the "Bellmon Award for Sustainability" in November.
- The Third Funding Cycle for the Volkswagen Settlement has been received. A total of nine vehicles have been purchased so far and another seven will be purchased with these funds. The electric vehicle charging station is complete and ready for use. It can currently charge six cars and we hope to add another two chargers in the future. The Third Funding Cycle will also include another electric vehicle charging station; the site has yet to be determined. The total funding received by the Volkswagen Settlement is \$3,771,823.00.
- The Solid Waste department provided dumpsters for 5 Community Clean Ups, 8 Churches and 5 Ceremonial Ground events. Dumpsters were also provided to MCN Low Rentals as requested for cleanup.
- Staff continues to monitor all Above-Ground and Underground Storage Tanks, maintains all required licenses to date, completed all energy audits, and has attended a variety of webinars and conference calls pertaining to our environment and scope of work.

<b>Solid Waste Dumpsters Provided</b>	<b>1<sup>st</sup> Quarter</b>
MCN Communities	5
Ceremonial Grounds	8
Churches	9

MCN Low-Rent	1
Other MCN Departments	2

<b>NAHASDA Projects FY 2021</b>	<b>1<sup>st</sup> Quarter</b>
Rehabs	0
Acquisitions	3
Rental Assistance	125
Environmental Updates	194
Meth Testing	15
New Construction	2
Environmental Clear Maps	5
EPA 106 Water Collections	31
Environmental Maintenance	15
Asbestos Inspections	0
Macroinvertebrate collections	0
Mold	1

<b>MCN Recycling Center Projects FY 2021</b>	<b>1<sup>st</sup> Quarter</b>
Cardboard	52,068 lbs.
Plastics #1 & #2	352 lbs.
Mix paper	3,308 lbs.
Aluminum	14 lbs.
E-Waste	3,018 lbs.

### **Geospatial Department**

**Accomplishments for FY 2021 1st Quarter:** The MCN Geospatial Department continues to support the MCN Enterprise GIS and the database integration with departmental systems. Currently, the department maintains and houses work order and user systems for 6 MCN departments. The Enterprise GIS continues to be rebuilt and increasing the overall GIS system.

<b>Work Flow Completed</b>	<b>1<sup>st</sup> Quarter</b>
Maps Produced	53
Assisted MCN Departments	19
Short/Long Term Projects	32
Technical Assistance	15
Brownfields Sites Inventoried	52

*Brownfields 128A Tribal Response:* The MCN Brownfields 128a Tribal Response continues to work on the development of the four elements of a 128a tribal response program. Funding for the FY21 Tribal Response program was received along with the Technical Assistance funding. Staff continues to work on various aspects of the program this includes budget management and program enhancement.

*Development Projects:* Supported database applications are operational. Staff is working with database vendors to incorporate a Master Data Management platform. Staff has 3 projects in planning and continues regular operational maintenance.

## Realty Trust Services

### **1st Quarter Fiscal Year 2021 Needs that Were Met:**

- Still serving MCN Citizens with the pandemic ongoing; in office and teleworking
- Completed TAAMS 3-day overview training
- Continuing education – numerous webinars; forest management in wetlands & conservation status focusing on rare & endangered species; safeguarding Tribal Cultural Heritage from the impacts of climate change; superfund at 40 (pt. 1); monarch migration & habits (pt. 1,2,3); McGirt v. OK discussion – Yale University; Introduction to Tribal Lands & their Management; Tribal Lands, Treaties, and Trust, Tribal Wildlife Management

### **Accomplishments:**

- Construction Services Requests for Support reviewed (Early Childhood Head Start grant)
- Completed site inspections and submitted Preliminary Environmental Review Report for the following potential acquisitions: 1) Julia Pryor Property – Okmulgee Co; 2) Dee Ann Jeppesen Property- Tulsa Co.; 3) Debbie Hodge Property – Okmulgee Co.; 4) Enlow Property – Okmulgee Co.
- BIA Business Lease Training in TAAMS 12/8 – 12/10
- Fencing – Ashley Wolfvoice 103.8 arc. Tract of Restricted Indian Land – Creek CO.

District/Trust Court Probates	12/ 10 pending	Inventories for Rest/Trust Property	28
On-Site Inspections	42	TSR's for Lease/ROW/Mineral	27
Quiet Title Suits	13/3 pending	PVP Searches and Print Out	127
Approved Rights-Of-Ways	0	Surveys out for bid	17
Rights-Of-Ways Income	\$ 00,000.00	Surveys in-house	19
Notarized Documents	3	Proof of Death and Heirship	27
BIA Approved Leases	5 \$ 33,875.00	Appraisals Completed	2
Probate	00 \$ <u>147,878.74</u>	Address Verifications for Programs	100
Total Income	\$ 181,753.74	Trust Acquisitions tribal/individual/	0/0/0
		Pending	

## **DEPARTMENT OF COMMERCE – Terra Branson-Thomas, Secretary**

### **NATION & COMMERCE (SNC)**

The Commerce Office assumed management and implementation of the Coronavirus Citizen-Owned Business Relief Program in October to provide additional support. To date, the program has received more than 150 applications, awarded \$4.2 million to 121 grantees. The grantees include businesses from across the Nation and represent a wide variety of industries, including agricultural, real estate, child care, construction, suppliers, technology professionals, beauty, retail, and many more.

The Office continues to certify and process business filings. The Office has provided support to the Muscogee Reservation Protection Commission, Commerce and Business Committee to update MCN code requirements for businesses to encourage business activities within the reservation.

SNC continues to operate the Volunteer Income Tax Assistance and Tax Counseling for the Elderly (VITA-TCE) Program and has begun preparing for the 2021 tax season. This includes a requested consultation with the Oklahoma Tax Commission to issue guidance for tribal citizens who may be eligible for state income tax exemptions due to the McGirt ruling. SNC will begin its 2021 VITA-TCE tax filing season on February 2, 2021 and will operate an enhanced virtual intake and filing process.

The Office also continues to provide budget management and policy support related to the Coronavirus Relief Funding received by the Nation in 2020. As of the end of the December, the Nation has obligated 96% of the \$312,475,369 received from the Department of Treasury. Plans are already in place to obligate the balance of the fund prior before the end of the 2<sup>nd</sup> quarter.

### **CONTRACTING AND EMPLOYMENT SUPPORT OFFICE (CESO)**

CESO currently has 267 total certified vendors and removed 8 due to renewal failure. The Office provided 17 fuel vouchers, 9 clothing vouchers, and utilized the job board to post and fill a position. The Office is utilizing resources to increase the number of certified vendors and further develop job board postings in the next quarter.

### **MVSKOKE LOAN FUND (MLF)**

Mvskoke Loan Fund continued growth in lending and in providing technical assistance to clients in the first quarter of FY 21. In total, MLF approved \$194,000 through 3 business and 218 Christmas loans. MLF provided technical assistance to more than 60 clients across the Nation in the development of business plans and referrals for additional capital support.

Mvskoke Loan Fund also began reporting to credit bureaus monthly so that clients build a positive credit history. In response to the Pandemic, the Fund implemented additional procedures to allow the majority of loans to be closed remotely using an online signature portal.

### **PLANNING & GRANTS**

During this quarter, the office submitted 9 new grant applications totaling over \$3.2 million for 6 different MCN departments, programs and agencies. Grants also processed carryover and continuation applications for 5 health related grants. The office processed 6 new awards for a total of over \$2.7 million.

## **OFFICE OF SELF-GOVERNANCE**

In the first quarter, the Office of Self-Governance successfully assisted in the completion of Muscogee Creek Nation's (MCN) FY2020 105(l) Lease on the Okemah Community Hospital. The Office made notification of intent to negotiate for FY21 leases with Indian Health Service (IHS) for our Sapulpa, Okmulgee, and Riverwalk locations. The Office additionally assisted in the submission of associated Contract Support Costs to IHS.

The Office of Self-Governance also submitted the following reports to BIA: FY2020 Minimum Data Collection Report, FY2020 BIA Financial Assistance and Social Services Report, and FY2022 Annual Paycost Report. Internally, the Office of Self-Governance provided budgetary technical assistance to both the Tribal Construction and Meat Processing Plant projects, and attended the National Indian Health Board Annual Tribal Health Conference and the National Indian Health Board 2021 White House Transition Tribal Nations Health Summit.

In response to COVID-19 related delays, the Office of Self-Governance requested a no cost extension for MCN's Claremore Tribal Shares Planning Cooperative Agreement. This extension was approved in the first quarter.

## **TOURISM AND RECREATION DEPARTMENT**

During the first quarter, the Tourism & Recreation Department coordinated three large food distribution events for citizens. The giveaways were held on October 22, November 19, and December 17 at eight different sites throughout the reservation. Over the course of the three events, over 11,000 Muscogee families received food including turkeys in November and hams in December. These events would not have been possible without the help of over 100 volunteers during each of the three giveaways.

The Mvskoke Dome remained open five days a week to limited capacity with patrons reserving times to utilize the facility. New scoreboards were installed at all four softball fields during this quarter.

Fountainhead Creek Course has continued normal operations throughout the quarter. Legislation was passed during the November National Council session allowing Fountainhead use a revolving fund which will give the golf course flexibility in utilizing its revenue brought in through golf and merchandise sales.

## **DEPARTMENT OF HOUSING – Tracie Revis, Chief of Staff/Acting Secretary**

**ROSS Program** Coordinator attended 4 trainings. Counseled and corresponded with participants on loans, savings accounts, and other financial options. Submitted HUD forms to Grant Solutions. Covered the offices when staff was unavailable.

**Indian Community Development Block Grant (ICDBG)** – Phase 1 is to rehab apartments at Eufaula Rental Property. The completion date was extended due to the COVID-19 delaying the start of the project and weather delays. A final completion is scheduled to be done on January 8, 2021. Phase 2 was awarded to McCoy Roofing. This project is at 30% completion.

**The Akhvse Tutcenen (Three Ponds) Project** is for a 72-unit and one Elder Center building for the elderly citizens. Tribal Construction Services will be wrapping up their initial site grading and construction of the road/street prep in early January 2021. Harris Contractors are expected to begin construction in January weather permitting. Contract runs through February 28, 2022.

**Contract Services** issued 12 contracts for major activities such as rehabilitation of homes, rental, and new construction, expending \$434,265. There were 153 work agreements processed for minor repairs, expending \$364,935.20. Minor repairs include electrical, plumbing, heating and air conditioning, handicap accessibility, and roofing. One acquisition home was repaired for \$27,400. Assisted 1 citizen with pest control in the amount of \$750. Camera installation for rental properties in Okemah, Okmulgee, and Checotah site have been completed and the contractor is currently at 50% complete in Eufaula. The project is on pace to finish ahead of schedule.

**Admissions Department** processed 167 work orders for emergency health and safety needs through the Emergency Repair of Privately Owned Homes. Down Payment and Closing assisted 11 families to close on homes expending \$275,000. There were no Homebuyer Ed Classes this quarter due to COVID-19 pandemic. HUD VASH housed 22 Veterans with rent assistance of \$42,219. The Elderly Subsidy assisted 54 elders with rental subsidy of \$84,247.

**Housing Management** had 10 move ins and processed 173 work orders. There were 266 recertifications processed. There are 37 vacant units, conveyed units is 3, and 1,766 late notices 1,093 final notices mailed. There were 320 inspections processed. Inspections were drive by only due to COVID-19. Five (5) Abstracts were ordered and filed 3 deeds. Community Shield Insurance/Amerind has removed 10 participants, issued 9 work orders, and added 3 new units. The departments are accommodating citizens to meet their needs while adhering to the guidelines in place to keep lobby's closed but still continue services.

**Construction Services** processed 70 work orders; 51 scopes of work were completed; issued 35 evaluates and assessments; and 65 final inspections completed.

**Force Account** completed 157 work orders for the following activities: electrical–16, HVAC–39, Minor Repair–14, and plumbing–65 with total material cost of \$23,606.83.

**Development Department** has acquisition 4 homes for this quarter. The Briarwood Apartments went under contract to be acquisition in October 2020. This is a 48-unit rental property with 1 and 2-bedrooms to be purchased with IHBG-CARES funds to assist with overcrowding of families to keep the spread of COVID-19 down. It will close in January 2021. Berryhill Acres Addition, the RFP's for civil construction work consisting of initial site grading, installation of the water lines, road construction and building 9 house pads has produced an award with Wilson Excavation, LLC.

With approval, civil construction will begin in February 2021. The construction of nine (9) homes will be bid out in January will be awarded to one builder. Work is expected begin by first of April 2021 and completed by September 30, 2021. The three homes destroyed by fire will go out for bid in early January and expected to be completed by May 2021.

**Rental Properties** provide low cost rental housing to Native American Families. There are 317 rental units located in Checotah, Eufaula, Okemah, and Okmulgee. Of those, 225 units are occupied and 92 units are vacant. During this quarter 62 annual re-certifications were processed, 22 annual inspections was conducted, and 123 work orders completed.

**Elderly Rental Program** gives preference to those 62 years and over. There are 54 units located in Okmulgee. There are 6 units vacant. There were 13 annual re-certifications processed, 0 annual inspections, and 58 work orders completed.



## **INDEPENDENT STATUTORY EXECUTIVE AGENCIES**

### **LIGHTHORSE ADMINISTRATION – Richard Phillips, Acting Lighthorse Police Chief**

Lighthorse placed the following goals in the Strategic Plan:

1. Body-Worn Camera Policy and Implementation Program Grant.  
Update: Items pending
2. Working on the following Grants: Ok Highway Safety Pre-Application, DOJ FY21 National Criminal History Improvement Program (NCHIP), and DOJ FY21 Tribal Access Program (TAP) – (DOJ covers all cost for software kiosk and installation).

The Lighthorse Department continues taking extra precaution, wearing personal protective equipment, providing masks, gloves, hand sanitizers, and other cleaning equipment and supplies.

The Lighthorse Department is limited to in-house and online training due to Covid-19, most training, travel, events, minor and major, have been postponed or cancelled. The department has 1,195 training hours.

The Department added three Law Enforcement agencies to our Cross Deputization Agreements including District 27 Task Force, Oklahoma Wildlife and Veterans Affairs, bringing the total to 60 Law Enforcement Agencies.

The Department would also like to welcome the following new officers: Christopher Dunn, Kalob Epperley, Chris Hudson, Jordan Hudson and James Meadows.

Richard Phillips is actively serving as Acting Lighthorse Chief of Police (December 28, 2020).

The ***Records Department*** has reported 3,396 Calls for Service during the quarter. There were 223 arrests, 119 citations, and 118 Domestic Violence reports in the last 3 months.

#### ***Communications Department:***

Dispatchers have reported 3,396 complaint calls, 1,044 case numbers assigned, 49 accident case numbers and have 16 hours of in-service training including: Active Assailant and Workplace Diversity. The Department would like to welcome the following new Communication Officers: Mikayla Buckley, Travis Hawkins, and Carla Kingsley. The Communications Division is currently seeking applications for two Communication Officer.

#### ***Criminal Investigations:***

Criminal Investigations has had approximately 145 cases to investigate this quarter. Including Theft, Forgery, Larceny, Grand Larceny, Larceny of Lost Property, Breaking and Entering, Burglary, Death Investigations, Sexual Assaults, Domestic Assaults, Homicide, Assault and Batter, and Missing Persons.

Congratulations to Investigator Simeon Lee and Theresa Wisner Lee, sworn in as new members of the FBI Northern District Safe Trails Task Force and to Captain Jere Smith, received a

Commendation for being a member of the U.S. Marshal Task Force Team that apprehended a Top 15 America's Most Wanted Fugitive. The Criminal Investigations department is full staff.

***K-9 Division:***

The Division had 3 Emergency Response Team calls outs, 30 canine assists, 17 incident reports, 20 drug related citations, 20 drug arrests, 200 traffic stops, 1 apprehension and 2 school sniffs.

Agency Assists: 30 assist to other LE agencies.

Division goals: Purchase two new Canine, continue training, and patrol lakes inside boundaries.

The division has 48 CLEET continuing education hours including instructor school and firearms qualification.

***Explorers:***

Lighthorse Explorers Department have six active members with eight adult advisors.

Due to Covid-19, all activities, except for explorer weekly/monthly meetings, are cancelled or postponed.

***Game Ranger:***

The Game Ranger reported 300 calls for service.

## **OFFICE OF TAX COMMISSION – Lindsey Golightly, Acting Commissioner**

### **Program Overview**

Pursuant to Title 36, Chapter 1 of the Muscogee (Creek) Nation Code Annotated, the Tax Commission was created for the orderly development, administration, regulation of taxation and collection of all of the following taxes: Motor Vehicle Registration Tax, Tobacco Tax, Motor Fuel Tax, Sales Tax, Liquor and Beverage Tax, and Oil and Gas Severance Tax (no activity).

### ***Motor Vehicle Registration***

#### **New Tags/Renewals Taxes Collected 1st Quarter**

October	\$218,870.87
November	\$175,877.42
December	<u>\$190,593.48</u>
TOTAL	\$585,341.47

- The Motor Vehicle total revenue for FY21 1<sup>st</sup> quarter was up \$7,583.08 from FY20 1<sup>st</sup> quarter.
- During the 1st Quarter our Motor Vehicle Department issued 1,328 new vehicle tags and renewed 4,680 vehicles with a total of 8,330 requests for Motor Vehicle services.
- To adhere to the social distancing guidelines, only 4 customers will be allowed in the lobby at a time.
- To control the flow of traffic inside of the office, we are currently scheduling appointments for Citizens that are needing new title transfers. Citizens must call the office and a Revenue Agent will set up a date and time for the Citizen to come into the office.
- Citizens can send in renewals and other request by mail, or for emergencies can call and set up a time to come into the office.
- Citizens can now renew their vehicle tags online through our website at [mcntags.com](http://mcntags.com).
- Office of the Tax Commission now accepts credit card payments for new tags, renewals, etc... inside of the office.
- The office has increased disinfection and cleaning in between appointments to ensure the safety our citizens and employees.

### ***Tobacco Tax Code***

#### **License Fees Collected 1<sup>st</sup> Quarter**

October	\$ 0.00
November	\$ 3,100.00
December	<u>\$ 1,000.00</u>
TOTAL	\$ 4,100.00

#### **Tobacco Taxes Collected 1st Quarter**

October	\$ 227,734.89
November	\$ 226,066.15
December	<u>\$ 0.00</u>
TOTAL	\$ 453,801.04

- Tobacco taxes are not due until the 15<sup>th</sup> of the month following collection; therefore, the tobacco tax reflects what is estimated to be collected for December.

### ***Motor Fuel Tax Code***

- Motor fuel taxes are due quarterly.
- Total Motor Fuel taxes collected for FY21 1st quarter is estimated to be around \$698,000.00.

### ***Sales Tax Code***

#### License Fees Collected 1st Quarter

October	\$ 0.00
November	\$ 2,420.00
December	<u>\$ 1,000.00</u>
TOTAL	\$ 3,420.00

#### Sales Tax Collected 1st Quarter

October	\$ 114,010.35
November	\$ 150,000.79
December	<u>\$ 0.00</u>
TOTAL	\$ 264,011.14

- The sales tax remittance is not due until the 20<sup>th</sup> day of the month following collection; therefore, the 1st quarter sales tax reflects what has been collected as of the date of this report.
- Total sales tax collected for FY21 as of this date is \$264,011.14
- Sales tax has seen a significant decrease in tax collections due to the closure of the Nation's properties and lobbies during the Covid-19 pandemic.

### ***Liquor and Beverage Code***

#### Taxes and Fees Collected 1st Quarter

October	\$ 40,991.69
November	\$ 50,500.72
December	<u>\$ 0.00</u>
TOTAL	\$ 91,492.41

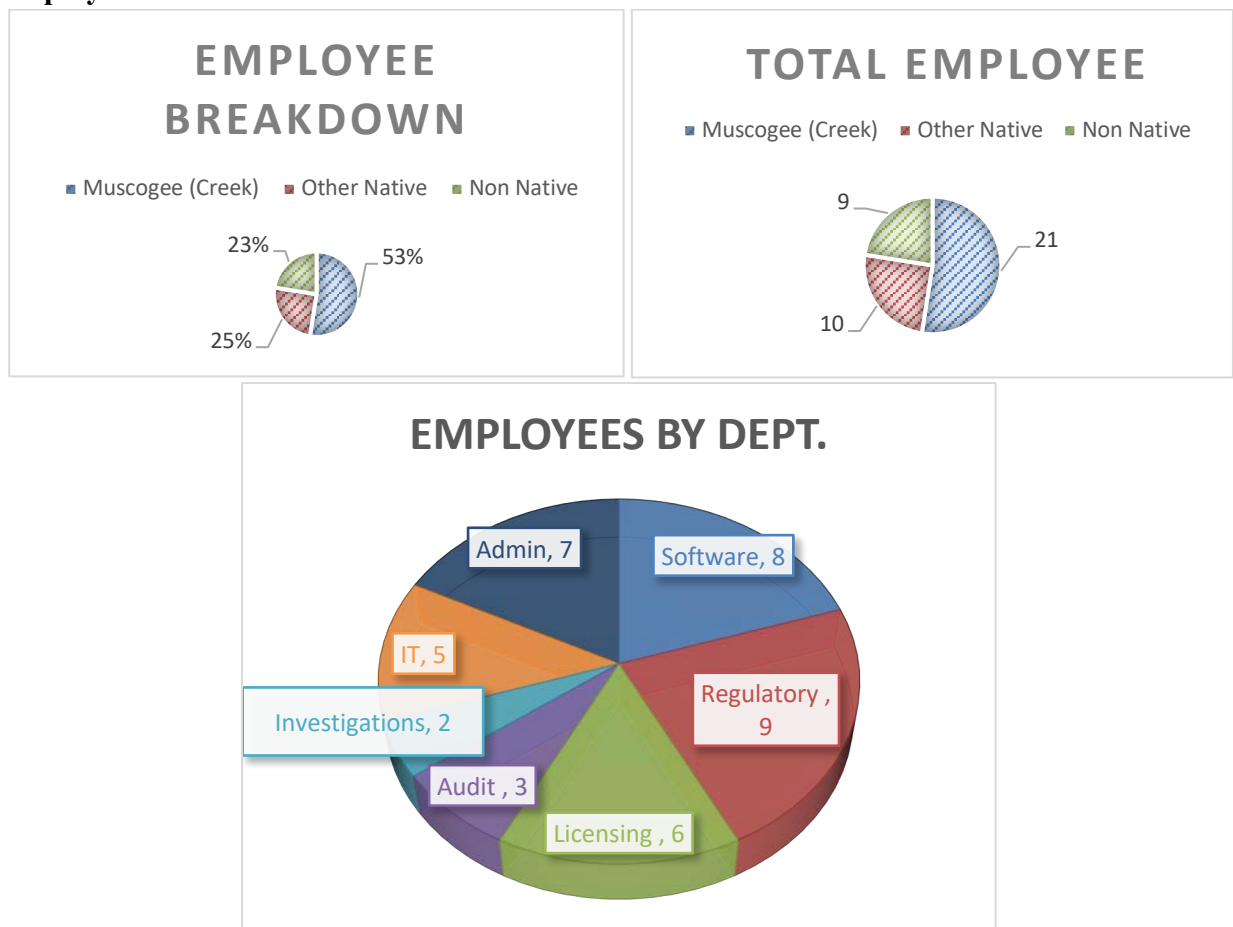
- Taxes due on liquor and beverage sales are due by the 20<sup>th</sup> day of the Month following collection; therefore, the 1st quarter liquor and beverage Sales tax reflects what has been collected as of the date of this report.

## OFFICE OF PUBLIC GAMING – Tracy Burris, Executive Director

The Office of Public Gaming (OPG) is an independent agency responsible for regulating all gaming activity within the jurisdiction of the MCN. A three (3) person Gaming Commission, via the Executive Director oversees the daily operation of this office. This office promotes and ensures integrity, accountability, and security of the operation and administration of all gaming facilities. OPG will strengthen our collaboration with casino operations and other tribal gaming regulatory agencies as well as National Indian Gaming Commission (NIGC) to enable effective regulation of MCN gaming.

This office is made up of six (6) different sub-divisions and maintains a number of separate office sites. Responsible for the licensure of all casino employees and vendors, ensuring the compliance of all gaming systems and operations, monitoring of all gaming activities, surveillance, and the quasi-judicial administrative functions associated with regulating the Muscogee (Creek) Nation's gaming activities.

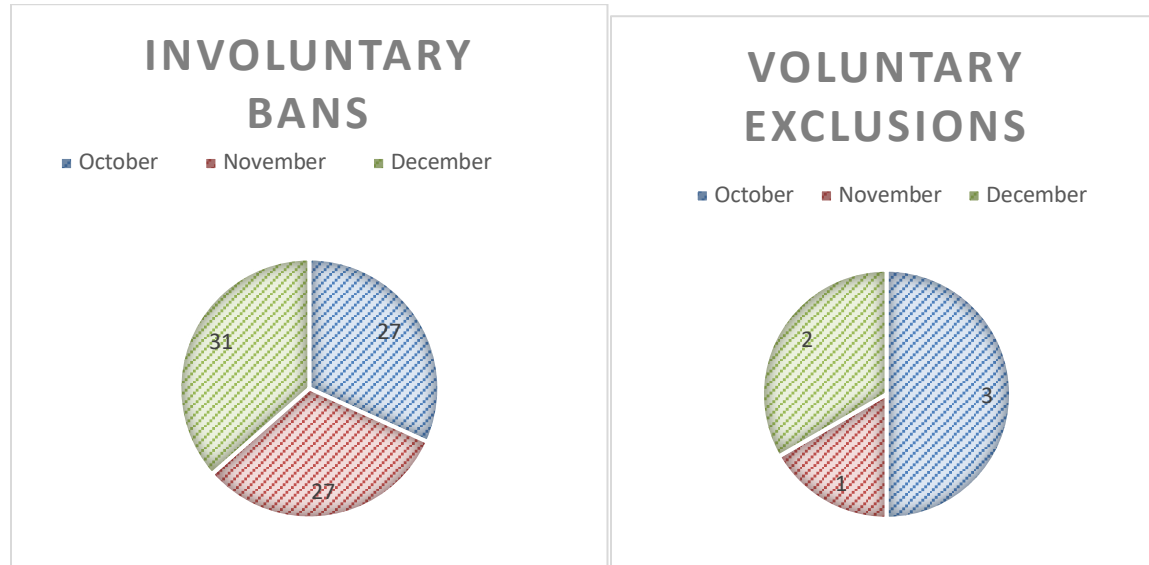
### Employees



## Software

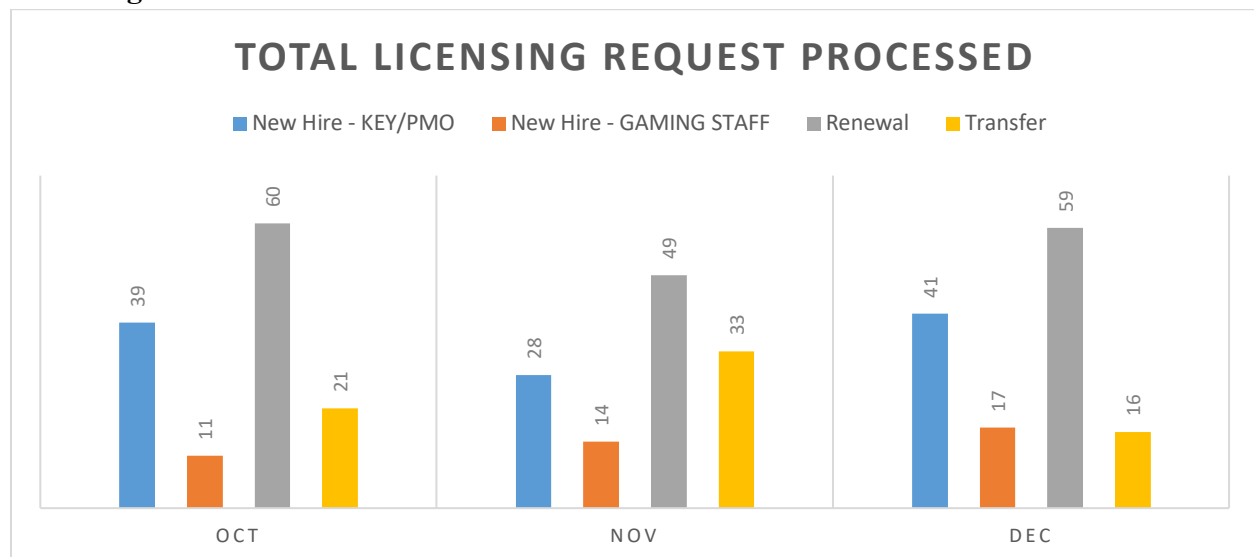
Software Agents assisted in the installation and conversion of 311 Class II/III gaming machines across the MCN jurisdiction. Agents also assisted with breaking seals for an additional 652 machines for the quarter. The total number of machines that we assisted with is 963. Over the course of three months, that is an average of 10.7 machines per day.

## Exclusions (Involuntary & Voluntary)



- Patron requests to lift voluntary exclusion to Gaming Commission – 7
- Patron requests to lift involuntary exclusion to Gaming Commission – 1
- State wide self-exclusions lifted by Gaming Commission - 3

## Licensing



The licensing department processed 346 new/renewal/transfer employee gaming applications. A total of 145 total employee gaming licenses issued. In addition to 44 vendor employee licenses. A total of 91 applicants were submitted to National Indian Gaming Commission for review. A total of 202 separated employees were processed. Additionally, this department completed 252 license

verifications for other regulatory agencies. As previously reported our license lookup portal record 36 online verifications.

### Internal Audit

Internal Auditors completed 217 audits throughout the quarter. Auditors also reviewed 150 casino operations promotions. Some notable areas audited this quarter include:

- Compact Fees Audit
- WAP Fees Audit
- P-Cards Audit
- Player's Club Tier Level
- Progressive Liability
- SICS Proposal Review

### Information Technology

Some of the notable achievements and projects worked on this Quarter include:

Closed 367 Support Tickets

Completion of Server Refresh Project

Repurposed old servers for backups

Completed Laptop Replacements for Licensing and Software Departments

Preparation for MS365 Project

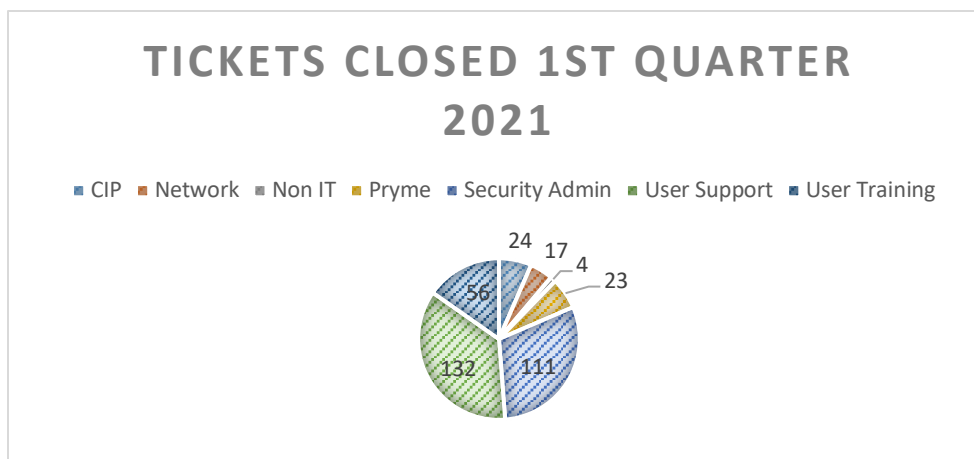
Participate in OPG CJIS Workgroup

Preparing for CUCM Upgrade

- Getting quotes
- Drafting Project documentation

Completed CIP Project

In addition to ongoing projects our team has maintained continuous support of our 50+ computers, 30+ Servers, 60+ User accounts, 30+ Cellular Devices, 50+ Phone and Data lines



## **MUSCOGEE NATION BUSINESS ENTERPRISE – Vivian L. McCutchen, CEO**

The Muscogee Nation Business Enterprise (MNBE) has been in business since 2003 and is a graduate of the U.S. Small Business Administration 8(a) program.

During the 1<sup>st</sup> quarter 2021 all operations remained under all COVID safety protocols. The operations did continue to suffer the impacts of COVID 19. Short-term closings due to sanitization and the availability of resources were limited, due to quarantines or COVID positive staff. Despite the increasing challenges surrounding the pandemic, early implementation of contingency plans allowed for preparedness and uninterrupted service during this time.

As planned, the organization continued its restructuring of operations of Muscogee Nation Business Enterprise under the Holding Company of Muscogee Nation Businesses, LLC. With all operating divisions restructured during QTR 4 2020, stakeholders can expect final closeouts to remain within the expected timeline of QTR1-2, FY 21.

### **Muscogee Nation Businesses, LLC**

**Muscogee Staffing Solutions, LLC-** Muscogee Staffing Solutions, LLC (“MSS”), a subsidiary of Muscogee Nation Businesses, LLC, is a service provider in both the commercial and federal market. MSS, LLC is a current 8(a) program participant and is HUBZone Certified. During QTR 1, MSS did have an increase in placements due to a direct award to assist in the distribution of COVID relief funding.

There was no disruption to current federal clients and revenues remained consistent. Business development and bid opportunities were limited as agencies had limited capacity to turn out RFP’s. MSS did continue to bid and is awaiting evaluation results on several responses submitted.

**Muscogee Asset Protection, LLC –** Muscogee Asset Protection, LLC (“MAP”) responded to an RFP, bid; and was the successful offeror on a \$8.9Mil award on a rapid response COVID 19 technological solution. This project kicked off in QTR 1 2021. The project is expected to finalize in January 2021. This award was a much-needed win after decreased sales in FY20. This award allowed for the recall of furloughed workers and provided for the necessary past performance to file for future certifications. To ensure a successful outcome and timely execution of deliverables, this entity successfully partnered with two (2) other MCN CESO vendors to navigate the possibility of decreased staff due to COVID 19. In addition, the fact that all small businesses have been impacted by decreased revenue during the pandemic, competitiveness was put aside to share revenue and ensure a successful project outcome.

In addition to the above award, MAP also received multiple purchase orders for equipment acquisition and installation resulting in increased revenue.

### **Operational Initiatives & Implementation Updates Complete**

- Continued stabilization of operations during pandemic.
- Organizational restructuring of MNBE operations to MNB, LLC
- Continued remote work, rotating schedules, appointment only services to reduce risk exposures to customers and staff.
- Continuous monitoring of financial performance and impacts of COVID
- Continued negotiations on outstanding contractual obligations on the closeout out of non-performing operations.



## **In Progress**

- Pipeline Development FY21
- Awaiting Evaluations/Awards for year-end, fall out and wish list spending
- 8(a) Applications- MAP, LLC, MBS, LLC
- Strategic Planning FY21-23 (Delayed twice due to pandemic) tentative date/time pending.

**Business Diversification** -1 Joint Venture – Continued from FY20, has been postponed being revisited in six (6) months, considering current economic hardships.

1 Office Supply proposal, currently under Board Review.

**Board Meetings-** Muscogee Nation Business Enterprise Board and the Muscogee Nation Businesses, LLC held the following joint Board Meetings during QTR 1 2021.

October 1<sup>st</sup>, 2020-Special Joint Board Meeting

October 7<sup>th</sup>, 2020-Special Joint Board Meeting

October 29<sup>th</sup>, 2020- Regular Joint Board Meeting

November 19<sup>th</sup>, 2020-Regular Joint Board Meeting

December 17<sup>th</sup>, 2020- Regular Joint Board Meeting

All meetings are posted and open to the public.

For questions on services provided by the Muscogee Nation Business Enterprise or Muscogee Nation Businesses, LLC or the information provided in this report, please contact Muscogee Nation Businesses, LLC at 918.752.3150.

## **OFFICE OF VETERANS AFFAIRS – Kellen Bible, Veterans Affairs Director**

The Muscogee (Creek) Nation's Veterans Affairs Services Office (VASO) plans, organizes, coordinates, reviews, submits, and reconciles Muscogee veterans and surviving spouses' claims for receipt of earned benefits and services administered through the United States Department of Veterans Affairs (USDVA) and provides auxiliary services for additional support.

During the 1st Quarter of the fiscal year, the VASO has provided claims support and assisted with related inquiries for more than 65 veterans and family members.

### **Other Activities:**

- Conducted a silent auction to raise money for Children and Family Services Administration (CFSA) during its Angel Tree Project initiative; 18 flags were sold, raising \$985.00 for tribal children during Christmas time.

- Distributed custom VASO coins to veterans, family members, and community partners.

- Continued the development of a VASO website in order to provide informational updates about programs eligibility, veterans benefits, community resources, upcoming events, and a virtual tour of the facility and collections.

- Continued coordination with the U.S. Department of the Navy regarding a nomination to have a Navajo-class ship named in honor of the Muscogee (Creek) Nation.

- Coordinated with the Oklahoma Department of Veterans Affairs (ODVA) to reconcile benefits claims applications for veterans and surviving family members.

- Participated in planning discussions and site visits for the development of a VA and Tribal Cemetery to be located in Okmulgee, OK.

- Participated in briefing calls with VA staff members located in the Eastern Oklahoma VA Healthcare System.

- Conducted radio interviews and contributed to newspaper articles that highlighted efforts to assist tribal veterans and program initiatives.

## **MVSKOKE MEDIA – Angel Ellis, Director**

### **OVERVIEW**

Despite the challenges of operating safely during the pandemic, Mvskoke Media maintained uninterrupted services to citizens in 2020 by compiling 24 consecutive editions of Mvskoke News (newspaper) and 52 successive weekly one-hour radio programs, the resumption of merchandising through an online store launch, and printing services and generated \$35,305.52 gross revenue. The department managed to accommodate a 10% budget cut by shifting its television programming to YouTube, which has increased citizen involvement in the topic discussions. Mvskoke Media staff exhibited incredible dedication to service by earning an unprecedented Second Elias Boudinot Free Press Award along with 12 other awards from both tribal and non-tribal media organizations.

In addition to serving every subscriber, Mvskoke Media teamed up with the Oklahoma Society of Professional Journalist Pro Chapter (OKSPJ) to bring educational resources on how to report on the McGirt case to professional journalists outside the tribal setting. Dedicating the time and equipment of Mvskoke Media to this type of comprehensive training helps serve the citizens who live on the reservation by demonstrating how to report for a community responsibly.

This endeavor was made possible by experts like the Muscogee (Creek) Nation Ambassador Jonodev Chaudhuri and MCN Citizen and legal scholar Sarah Deer, along with non-tribal experts like University of Oklahoma's Prof. Lindsay Robertson, and Senior Counsel for the Chickasaw Nation Stephen Greetham. Mvskoke Media was not merely invited to participate but was a catalyst and advocate for changing the paradigm of these non-tribal journalism organizations like OK SPJ. Having a foothold in the broader industry allows our citizen's voices and concerns by the whole industry. The training sessions were so valuable to OkSPJ that they are to the chapter's membership beyond just Oklahoma.

Mvskoke Media has also resumed editorial board oversight as an independent statutory agency, has a fully seated board, and has staffed a full-time Director for the first time since Nov. 8, 2018. The following year will be a time to focus on rebuilding structures and processes that ensure the timely and accurate dissemination of information to Muscogee (Creek) Citizens. A newsroom restructuring that will align the department with the core values of journalism and community service will begin with restructuring editorial processes and intensive staff training. The newsroom's goal is to ensure that every staff member can produce quality multi-media coverage within the ethical guidelines while meeting a deadline

### **NEWS COVERAGE**

Mvskoke Media's most viewed stories via social media (Facebook) analytics were:

<b><u>Story Title</u></b>	<b><u>Views</u></b>
• Multiple agencies respond to MCN collision	21.9K
• Muscogee (Creek) Nation Principal Chief Tests Positive for COVID	17.4K
• CARES Act funds to provide meals to tribal citizens	9.9K
• Update from Chief Hill on COVID status	3.8K

Mvskoke Media had 35,558 visitors on Mvskokemedia.com. October of 2020 showed the largest number for the year at 10,528 visits. More than 77% of Mvskokemedia.com visits originated from a mobile device.

Of those visits, 11,008 were referred to our website through social media suggestions from our Facebook page.

Mvskoke Vision Television program was cut from the airways in October of 2020 with the passage of the new budget that called for a 10% cut across the board. Mvskoke Vision has maintained news coverage through news programming on YouTube. The analytics indicate the new segment entitled “Live-Wire” in which journalists take questions from views live and in real-time has contributed to an increase of viewers. We had 91.1K views and 484 new subscribers for the year. Numbers show YouTube interaction has more than doubled.

The Mvskoke Radio Show and Mvskoke Visions had 48 live programs archived on YouTube. Due to the cross marketing of editorial with radio news, the numbers have been of active listeners and watchers on the YouTube channel are improving. Having a rotating schedule of employees makes internal communications challenging, and there is room to tighten up cross platform marketing. One of the ways Mvskoke Media will accomplish this is to consolidate the responsibility of publishing.

#### ***MVSKOKE CREATIVE***

<b>Banners</b>	<b>257</b>
<b>Business Cards</b>	<b>6,101</b>
<b>Copies /Flyers</b>	<b>8,075</b>
<b>Booklets</b>	<b>1,750</b>
<b>Programs</b>	<b>150</b>
<b>Rack Cards</b>	<b>500</b>
<b>Brochures</b>	<b>100</b>
<b>Postcards</b>	<b>2,600</b>
<b>Posters</b>	<b>7</b>
<b>Backdrops</b>	<b>2</b>
<b>Calendars</b>	<b>150</b>
<b>Photographs</b>	<b>2</b>
<b>Fat Heads</b>	<b>6</b>
<b>Folded Cards</b>	<b>1,000</b>
<b>Invitations</b>	<b>200</b>
<b>Decals</b>	<b>101</b>

Advertising Sold– \$8,215.40

Photography/Videos - \$167.40

Graphic Design and Printing Sold- \$11,783.67

**Total Gross Income - \$20,166.47**

Expenses - \$695.98

Promotions – Mvskoke Media gave away tickets to the Tulsa Ballets showing of The Lost Nutcracker. The partnership with the Tulsa Ballet allows the department to promote their performances in exchange for discounted tickets for all Muscogee (Creek) citizens.

### ***MVSKOKE MARKET***

The Mvskoke Markets (Okmulgee, Okemah and Online) reported combined revenue total of \$15,139.05 for the first quarter, with \$928.23 being paid in sale taxes.

MvskokeMarket.com reported \$10,853.67 in revenue for the first quarter. MCN Tax Commission will receive \$560.31 in sales tax from the market. The online store had 245 orders and sold 537 items. The five top selling items online were the Mvskoke Tie Dye Tee, Mvskoke Mound Hoodie, Mvskoke Mound Tee, Stay Wild Black Tee and Este Cate Tee.

The Mvskoke Market-Okmulgee reported \$141.36 in total revenue for the first quarter. The market had 5 transactions and the MCN Tax Commission will receive \$8.01 in sales tax from the market. There was \$141.36 in credit tenders. Blankets were the top selling item. The Okmulgee location closed on March 20, 2020 due to the COVID-19 outbreak and will be closed until further notice. However, if requests are made to purchase items from the market, arrangements were made to complete their request.

The Mvskoke Market-Okemah reported \$4,144.02 in total revenue for the first quarter. The market had 74 transactions and the MCN Tax Commission will receive \$359.91 in sales tax from the market. There were \$3,560.53 in credit tenders and \$583.49 in cash tenders. The Okemah location closed on March 13, 2020 due to the COVID-19 outbreak and will be closed until further notice. During that time the market was opened briefly for a sale to help reduce inventory. The five top selling items at the Okemah location were blankets, beaded earrings, Stay Wild Black Tee, Mvskoke Sun Tee and Mvskoke Long Sleeve Tee.

## **NATURAL RESOURCE CONSERVATION DISTRICT – Patricia Kilian, Administrative Officer**

The Conservation District office is governed by the Natural Resource Conservation Commission consisting of five commissioners: Commissioner A representing tribal trust lands; Commissioner B and C, representing individual Indian restricted or trust surface landowners; and Commissioner D and E, representing fee landowners.

For the National Association of Conservation Districts (NACD) Technical Assistance grant, the District continues with using online meetings and social media to provide information to our producers. The District also came up with a series called Tailgate talks to provide educational information on conservation to our viewers.

- Tailgate Talks
  - Tatum Nelson & Julie Norem, MCN Conservation District – Taking Soil Samples
  - Josh Emerson, MCN Champion – Interview on his operation and involvement with USDA

The District will be collaborating with the Oklahoma Association of Conservation Districts (OACD) and the Oklahoma Black Historical Research Project on the CARES (Conservation and Agriculture Reach Everyone) project. The purpose is to increase the number of farmers/ranchers participating in conservation planning and programs in order to improve soil health, water quality, and the viability of working lands. The CARE project places an emphasis on assisting historically underserved and veteran farmers/ranchers.

The District assisted in two native pollinator seed plantings, Okemah Middle School and College of the Muscogee Nation, this quarter by assisting with preparing and planting and also by providing the pollinator seeds. Pollinators are an integral part of our lives that tends to be overlooked often. Pollination is important because it leads to the production of fruits and vegetables we can eat, and seeds that will create more plants.

The District held a poster contest in conjunction with the National Association of Conservation District, with the theme "Where Would We BEE Without Pollinators", where a number of posters went on to be judged at the Area Conservation meetings where one was chosen to represent the Area, at the State Association of Conservation Districts meeting.

### Webinars viewed:

- Business of Farming, Financial Planning for Your Business
- Pasture Raised Chickens – Pasture Raised Cows & Calves
- USDA State Technical Committee Meeting - NRCS Farm Bill Webinar
- Market Garden Design, Barn Storage, Tractors & Equipment - Drones & Agriculture
- Forestry Stand Improvement – Climate Adaptation Techniques & Strategies for Land Managers
- Building Resilience to Extreme Weather Events - Intertribal Agriculture Council Conference

### Meeting:

- USDA Office of Partnerships and Public Engagement

The Conservation Commission meetings are held every third Wednesday of the month. The Conservation Commissioners are: Robert Davis, Robin Jenkins, James Allred, Marc'ette Lucas and Rita Williams.

## **INDEPENDENT CONSTITUTIONAL EXECUTIVE AGENCIES**

### **CITIZENSHIP BOARD – Nathan Wilson, Citizenship Board Director**

The Citizenship Board office is governed by a Citizenship Board consisting of five members. This office provides services to citizens of the Muscogee (Creek) Nation of Oklahoma or to potential citizens in giving direction or assisting in the lineage verification process of the Muscogee (Creek) people. The mission of this office is to verify the lineage of descendants of Muscogee (Creek) Indians by blood that is listed on the 1906 Dawes Roll.

To date 573 citizens have received Enhanced Tribal Cards.

The Citizenship Office has received the card stock for the digital IDs. We are currently beta testing the applications.

The Citizenship Office is currently working with the Attorney General's office to finalize all of the contractual language and requirements for the optimized citizenship database/data sharing system.

In addition to the projects mentioned above, the Citizenship Office is also working on the following projects:

- QR Code scanners for scanning digital ID's similar to using a digital boarding pass at the airport to help reduce physical contact. Scalable to other departments
- Signature Pads to remove the need to have citizens handle employee iPads.
- Digital Cameras to enable the capture of citizen's photo without the need for close contact.
- Integration of email system into citizenship database to help better manage the citizenship@mcn-citizenship email correspondence.

The Citizenship Office has continued to enhance policies, where applicable, to enable us to better assist citizens with their enrollment needs and have been upgrading our infrastructure in support of virtualization and remote capability.

During the 1<sup>st</sup> Quarter of FY 2021 the Citizenship office has provided services to 13,398 Citizens. We have replaced 1452 Citizenship cards, replaced 236 CDIB cards, issued 592 new Citizenship cards, 382 new CDIB cards and answered 9,780 phone calls. Our Total Tribal Enrollment is 90,648 as of December 31, 2020.

The Citizenship Board meetings are held twice a month. The Citizenship Board Members are: Joan Henson, Elizabeth Yahola, Clarence Johnson, Lea Ann Nix and Jason Nichols.

## **ELECTION BOARD – Nelson Harjo, Jr., Office Manager**

The Election Board has received new election equipment and software to facilitate all tribal elections. Training on this new election setup has been scheduled for the month of February. The 2021 Muscogee (Creek) Nation Primary Election, September 18, 2021 and for the General Election, November 6, 2021. Early voting for the Primary and General Elections will take place on September 15<sup>th</sup> and 16<sup>th</sup> and again on November 3<sup>rd</sup> and 4<sup>th</sup>.

Absentee Ballot Requests for the 2021 Elections will be mailed to voters during the period of February 8-12. Absentee Ballot Requests will be available on the Election Board website after February 8<sup>th</sup>. Voters can mail, scan/email, or fax completed ballot requests to the Election Office. For more dates and deadlines for the 2021 Election please visit the Election Board website.

During the year 2020 the Election Office staff continuously worked on updating voter registration files to ensure that all information was as up to date as possible. Voter registration is currently open to Muscogee citizens wishing to register to vote in tribal elections. The Election Board encourages all Muscogee citizens 18 years of age and above to register to vote in our Nation's elections.

The following are the registered voter totals for each district of Muscogee (Creek) Nation as of January 1, 2020:

<u>DISTRICT</u>	<u>VOTER TOTAL</u>
Creek	2216
McIntosh	2150
Muskogee	1280
Okfuskee	1782
Okmulgee	4241
Tukvpvtce	1543
Tulsa	3792
Wagoner	928

The Election Board Members are: Walter Pigeon, Eugenia Tiger, Vernon Courtwright, Nolen Robinson, and Selina Jayne-Dornan. Nelson Harjo Jr is the Election Board Manager. For any questions or concerns contact the Election Board Office at 918-732-7631 or email us at [election@mcn-election.com](mailto:election@mcn-election.com). The Election Board website can be found at [www.mcn-nnsn.gov/services/election-board/](http://www.mcn-nnsn.gov/services/election-board/). Please follow us on Facebook @ Muscogee Creek Nation Election Office for the latest information and announcements.



**COLLEGE OF THE MUSCOGEE NATION BOARD OF REGENTS -**  
**Robert Bible, CMN President**

Overview

This is the 1st Quarter Report of FY 2021 for The College of the Muscogee Nation. CMN is a Constitutional College as a result of Creek citizens voting to include the College in the Constitution of the Muscogee (Creek) Nation, which is Article XIII. The report includes six bar charts that are numbered as follows: 1a) Number of Citizens and Others Enrolled, 1b) Credit Hours Generated, 2) Students Enrolled by Degree Program, 3a) Number of Events Hosted, 3b) Participants Served at Events, and 4) Fall 2020 Graduates by Major. Note: Quarters shown in the charts are synonymous with the CMN trimesters (e.g., Quarter 1= Fall Trimester, Quarter 2=Spring Trimester, Quarter 3= Summer Trimester.)

Chart 1a: Number of Citizens and Others Enrolled

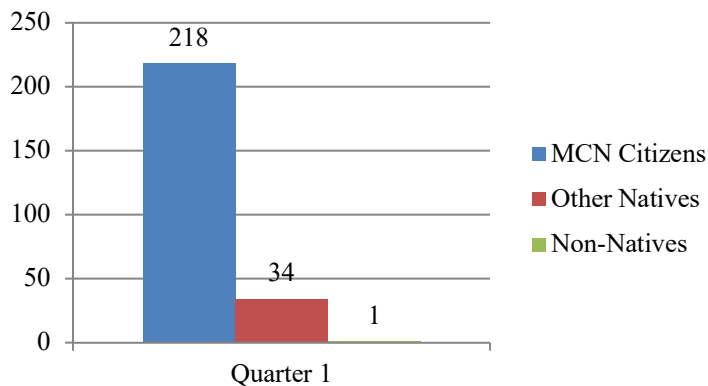
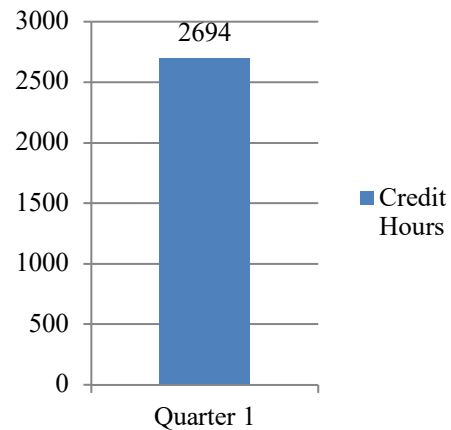


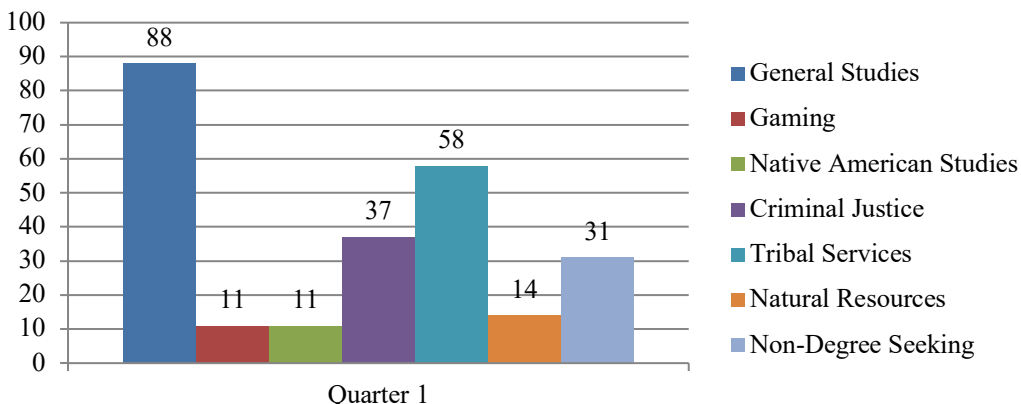
Chart 1b: Credit Hours Generated



*Source: CMN Registrar's Office 1/2021*

Chart 1a indicates that the college has enrolled 218 Creek students respectively for quarter 1. Other Native students enrolled during the first quarter were 34. Non-Native students in the first quarter were 1. Cumulative enrollment for the first quarter was 253 students. Chart 1b indicates the number of credit hours generated by students enrolled in all classes for quarter 1. The number of credit hours generated for the fall trimester was 2,694, and the full-time equivalent (FTE) was 149.

Chart 2: Students Enrolled by Degree Program



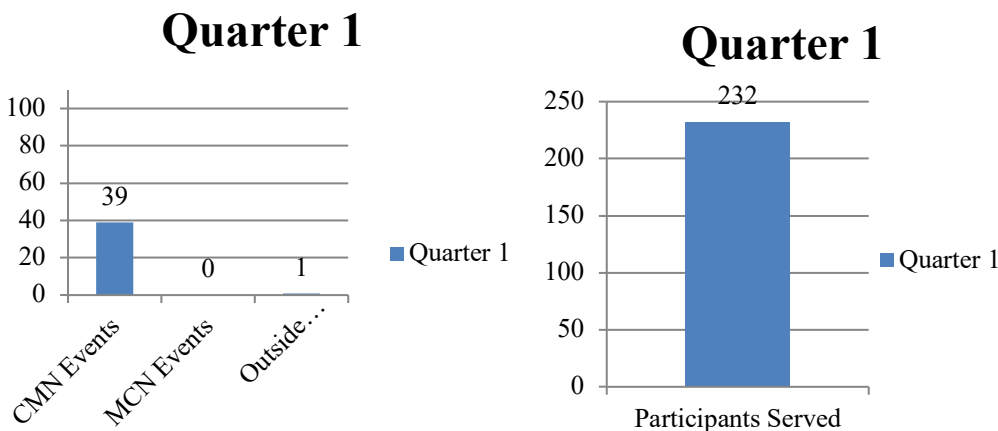
*Source: CMN Registrar's Office 1/2021*

Chart 2 presents the number of students enrolled according to degree area. For fall trimester, enrollment by the respective degree areas was as follows: 88 in General Studies, 11 in Gaming, 11 in Native American Studies, 37 in Criminal Justice, 58 in Tribal Services, 14 in Natural Resources, and 31 Non-Degree Seeking.

Due to the COVID Pandemic CMN was unable to have on campus sessions for the Fall Trimester. Students enrolled in 9 hours or more were provided a laptop and a hotspot. Students who had attended during the Summer Trimester were ineligible to receive another laptop however, the data continued on their hotspots for the Fall Trimester.

Chart 3a: Number of Events Hosted

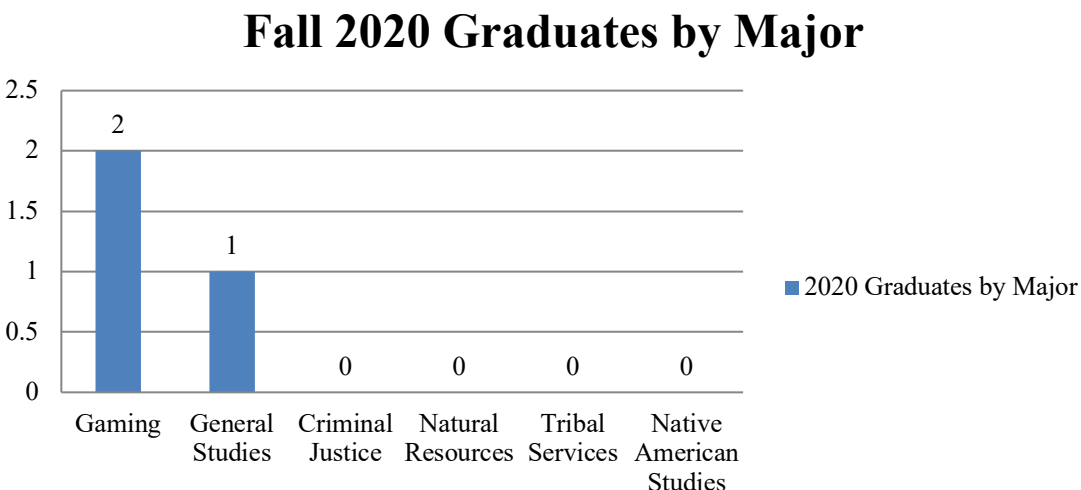
Chart 3b: Participants Served at Events



Source: CMN Executive Assistant's Office 1/2021

Chart 3a presents the number of Events Hosted and Chart 3b, the number of Participants Served at Events in each Quarter. For the first quarter, or fall trimester, the number of events held on the CMN campus was as follows: CMN Events 39, MCN Events 0, and Outside Agencies 3. Chart 3b presents the number of Participants Served during the events hosted by CMN, shown in Chart 3a. For the first quarter, or fall trimester, there were 232 participants served. The total number of participants hosted during events for the three quarters was 9,764.

Chart 4: Fall 2020 Graduates by Major



Source: CMN Registrar's Office 1/2021

Chart 4 presents the number of fall 2020 graduates by major. The degree program with the highest number of graduates was Gaming with 2, followed by General Studies with 1, and Criminal Justice, Natural Resources, Tribal Services, and Native American Studies with zero graduates, totaling 3. Note the fall trimester is not the traditional time for students to graduate. Which is the reason the number is lower than in the spring trimester.





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